

# BOARD OF SUPERVISORS

*Brown County*

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## **PLAN, DEV. & TRANS. COMMITTEE**

Bernie Erickson, Chair  
Dave Kaster, Vice Chair  
Dave Landwehr, Norbert Dantine, Tom Sieber

### **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

**Monday, January 26, 2015  
Approx. 6:15 p.m. (or to follow Land Con)  
Room 161, UW Extension  
1150 Bellevue Street**

### **NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
  - II. Approve/Modify Agenda.
  - III. Approve/Modify Minutes of November
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1. Review minutes of:
    - a. Harbor Commission (October 13, 2014 and December 8, 2014).
    - b. Planning Commission Board of Directors (December 3, 2014).
    - c. Planning Commission Board of Directors Transportation Subcommittee (November 10, 2014).
    - d. Revolving Loan Fund Committee (October 8, 2014).
    - e. Solid Waste Board (October 20, 2014 and December 1, 2014).
    - f. Transportation Coordinating Committee (September 8, 2014).

### **Comments from the Public**

#### **Airport**

2. Agency Agreement and Petition for State Aid.
- 2a. Resolution re: Petitioning The Secretary of Transportation for Airport Improvement Aid.
3. Director's Report.

#### **Register of Deeds**

4. Budget Status Financial Report for November, 2014.

#### **UW-Extension**

5. Budget Status Financial Report for November, 2014.
6. Open Position Report Monthly Status.
7. Director's Report.

**Planning and Land Services****Land Information** (No items)**Planning Commission**

8. Update regarding development of the Brown County Farm property – standing item.
9. Budget Status Financial Report for November, 2014.

**Property Listing**

10. Budget Status Financial Report for November, 2014.

**Zoning**

11. Budget Status Financial Report for November, 2014.

**Port & Resource Recovery**

12. 2015 Communication Plans – Request for Approval.
13. Port 2014 Tonnage Report.
14. Director's Report.

**Public Works**

15. An Ordinance Creating Section 348.0001 of the Brown County Code under Chapter 340 to 348 Entitled "Traffic" regarding the Length and Width Limits for Agricultural Commercial Vehicles.
16. Summary of Operations.
17. Director's Report.

**Other**

18. Audit of bills.
19. Such other matters as authorized by law.

Bernie Erickson, Chair

**Attachments**

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, November 24, 2014 in Room 161, UW Extension, 1150 Bellevue Street, Green Bay, WI

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**Present:** Chair Bernie Erickson, Supervisors Tom Sieber, Supervisor Dantine, Supervisor Dave Kaster, Supervisor Landwehr  
**Also Present:** Cathy Williquette, Bill Bosiacki, Paul Van Noie, Jeff Oudeans, Brandy Younger, Chad Weininger, Executive Streckenbach and other interested parties.

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**I. Call Meeting to Order.**

Meeting was called to order by Supervisor Bernie Erickson at 6:15 p.m.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve.  
Vote taken. MOTION CARRIED UNANIMOUSLY.**

**III. Approve/Modify Minutes of October 27, 2014.**

**Motion made by Supervisor Kaster, seconded by Supervisor Sieber to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY.**

**1. Review minutes of:**

- a. **Board of Adjustment (October 27, 2014).**
- b. **Land Information Council (July 29, 2014).**
- c. **Planning Commission Board of Directors (October 1, 2014).**
- d. **Planning Commission Board of Directors Transportation Subcommittee (September 15, 2014).**
- e. **Solid Waste Board (September 22, 2014).**

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to suspend the rules to take Items 1a-e together. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file Items 1a-e together. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Comments from the Public** None.

**Register of Deeds**

**2. Budget Status Financial Report for October, 2014.**

Register of Deeds Cathy Williquette informed that they were still lagging in real estate recording fees, transfer fees were at budget and all other fees and expenses were within budget. She didn't think they would hit budget.

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**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**3. LaBaye Project 4<sup>th</sup> Quarter Deliverables.**

Williquette referred to the handout re: the LaBaye Project 4<sup>th</sup> Quarter Deliverables located in the agenda packet, which was a request to make the final payment at the end of December. She informed that she wanted to bring this forward in December but it was tentative on whether the committee would be meeting due to where the meeting fell. The Finance Department had asked if she could have it processed so the payment could be made out of the 2014 funds.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Planning and Land Services**

**Land Information (No items)**

**Planning Commission**

**4. Update regarding development of the Brown County Farm property – standing item.**

No report.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**5. Budget Status Financial Report for October, 2014.**

Expenditures: all categories were progressing as anticipated; Revenues were at or near expectations.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Property Listing**

**6. Budget Status Financial Report for October, 2014.**

Expenditures were within anticipated levels; Revenues were progressing as anticipated.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Zoning**

**7. Request from Thomas Goede to waive shoreland permit fees and reduce Board of Adjustment appeal fee.**

Zoning Administrator Bill Bosiacki provided a handout with pictures to the committee members. He informed they had received a complaint from the Town of Scott so they went out and took a look at it and sure enough the structures were there. The waterway was considered navigable at this time by the DNR, any structures within 300' of that waterway, either side, required a Shoreland permit. They had one when they built the house originally. The other issue was that it was mapped as a floodplain; they needed some assurances, from a county standpoint, that it

was not affecting flood elevation at all. It put it in a permitting zone for them and they had to issue permits. They were working with the DNR Floodplain Engineer on that.

Mr. Goede did not do the work, it was done by the previous owner of the home. They were willing to take care of it and get it through its process but they were asking for zoning to waive the permit fee and reduce the Board of Adjustment fee to essentially around \$200 for the publishing in the newspaper, a class 2 public notice, two weeks prior to the hearing, and the members of the Board of Adjustment get \$20 a meeting.

Dantinne informed that it was in his district so he went out to take a look at it. He felt it was unfair, they were chasing small potatoes, a little walking bridge over a waterway that was put in prior to them purchasing it. He felt it was unrealistic.

Responding to Sieber, the fee for the bridge would normally be an accessories structure fee of \$100. The slab, where it was located, was within 35', they couldn't have anything within 35'. The slab was at-grade so it wouldn't have any impact on the floodplain.

**Motion made by Supervisor Landwehr, seconded by Supervisor Erickson to approve the fee waiver for Thomas Goede and reduce it to the actual cost. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**8. Budget Status Financial Report for October, 2014.**

Expenditures were progressing as anticipated; Revenues: Public charges were progressing at their anticipated rate.

**Motion made by Supervisor Kaster, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Public Works**

**9. Summary of Operations.**

Public Works Director Paul Van Noie informed that operations were doing pretty well through October. They continue to hold about a \$457,500 net positive year-to-date variance between the 660 and 240 Funds.

Further highlights of the written report (located in agenda packet) covering the period ending 10/31/2014 were given for the Highway and Facilities Departments.

Responding to Dantinne, Van Noie informed that the bridge on EE was completed the weekend of November 3. As a follow-up, Landwehr believed that before it was done a deal was made with Hobart to temporarily run heavy trucks up Fernando. Van Noie interjected that they had some repair work yet to do on that. There was one or two spots that needed to be patched up. Landwehr informed that he just wanted to make sure that it was all signed off on. Van Noie informed that they documented what it was before and will work again with the Village to determine what needed to be repaired.

In the 400s—Capital Projects, Landwehr questioned Public Works intentions to apply \$175K to future projects and \$102K to transfer out to Debt Service. Van Noie informed that a portion of those funds went to satisfy debt service the following year. Landwehr informed that the totals listed came up to a lot more than \$181,490. Business Manager Brandy Younger informed that

the amount was larger from 2013 projects but they made some payments in 2014 to debt service which happened by October.

**Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

10. **Director's Report.**

In addition to the Twelve-Hour Days under the Public Works Department Director's Report, Van Noie reported that they started crushing concrete from the former Mental Health Center location. There will be about 40,000 ton and an additional 15,000 ton of shoulder from some of the stone on the outside of the building. It will be crushed before the end of the year. He informed they will do better than the \$500,000 that was budgeted and set up for that. They also took down the buildings associated with the purchase by Cardinal Capital, it had been disposed of and he believed the project was complete.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

11. **Possible discussion regarding Brown County Health Department facility – standing item.**

Erickson informed that there was a brief meeting with Health Department Director Judy Friederichs, Supervisors Kaster and Zima, Facilities, Administration and the Executive's office. They discussed a few things such as moving or staying as well as the various costs involved, etc.

Director of Administration Chad Weininger informed there were three sections of material (provided and attached) which included the Summary Cost Analysis, the floor plan and a parking map. He suggested looking at this in three sections: What made the most financial sense for the county in the move, what made the most reasonable alternative, factoring in other things than financial, and what was the best long term strategy for this move looking out 5, 10, 20 years from now.

Weininger went over the numbers on the Profit and Loss Summary handout with the committee. He informed that they were looking at the current location on Broadway/White Store, the Mason Street location and the Sophie Beaumont Building. Weininger noted that all the detail was in the packet material, such as, with regard to operating expenses the Mason Street numbers were determined by looking at the UW Extension building as it was an equivalent building, so they pro-rated it to come up with their numbers. Family Care will be moving out of the Sophie Beaumont building and Human Services will have to make up the \$75,000 for the square footage because it was now a vacant space and it was a cost that they were going to have regardless. That was the total cost for operating and it needed to be somewhere because it was a true expense; it couldn't be billed back to the feds or state any longer. If they were to move the Health Department to there, they would be paying \$75,000 which would make up the shortfall. Streckenbach added that it would be closer to \$400,000, which had been billed to the Federal Government to run the program that had helped support staffing, Corporation Counsel, Human Resources, Accounting, etc. The Human Services budget will need to find \$400,000 to offset the revenue that wasn't coming in. \$75,000 of the \$400,000 was facility rental. Looking at the 20 Year Cost Review at Present Value, the reason Sophie Beaumont was less was because they had the vacant space that they already owned and already pay the \$75,000 for. It was still cheaper if you didn't factor in the \$75,000.

When looking at the second handout re: 7835 total square feet, Weininger felt they were very close to having something that could work. Originally there were a lot of concerns so Facilities expanded the space. Their garage could also be used for their infant/car seat checks/installation.

The larger issue on the practicality piece of it was parking. Referring to the map, Weininger believed the County Executive would propose vacating the approximate 15 parking spots in the Sophie Beaumont parking and create free public parking for the Health Departments clientele. They would take the cars currently using the space and relocate them to Associated Bank Lot 1 or 2. Associated Bank Lot 2 ran approximately \$25 per stall; they would also have the possibility of purchasing it. Cherry St. Ramp was around \$69/month; Pine Street was around \$50 a month, so Lot 2 was a pretty good deal. There was public metered parking on the side streets. The other issue was that the sanitarians had large vehicles that they had to inspect and it may be problematic in that spot, they could possibly park in the alleyway however, they can't block it, so that would be a concern.

The question was, long term, what made more sense? To move to the Sophie Beaumont, to purchase the current building/getting the rent down even less to match the Sophie, or look at West Mason and work a better deal down and have a second building.

Landwehr felt that looking at this, he was a complete believer that Sophie Beaumont made the most sense, however, he wanted to make sure, for a relatively long term meaning minimum five years, hopefully longer. If they were looking at something shorter, the cost of the current location and Sophie Beaumont were so close together that they were insignificant. If they weren't looking at it long term, at least five year, he felt they were better off staying where they were right now until they did get a long term plan. Streckenbach added that one of the big drivers was the relocation costs, Landwehr responded that that was his point.

Streckenbach stated that at the end of the day there was the question of whether or not the county was prepared to have a serious conversation about the possibility about taking Human Services, UW-Extension, Land Con, Parks, and Health Department and located them by the Tech Park, which cost money. They were in the process of determining whether how much in savings they could generate by the consolidation, projecting it out to see if they could pay for some of the bonding cost by the efficiencies they were going to generate by consolidating. There were initial proposals out there right now that needed to be sharpened and fine-tuned to justify the numbers. If there was the wiliness right now, they would not be able to move into that facility into the Sophie Beaumont for at least another 9 months at minimum. They had time to gauge what their best options were. His gut told him that the Mason Street property was going to be on the market for a little more time yet, that could still be on the table as an option for them to consider. On a financial standpoint, they still had to deal with the \$75,000 in 2016's budget on top of the other \$325,000 in 2016's budget to offset that decrease in revenue.

When talking about moving to the Tech Park location, Dantine believed there were always concerns about moving the Health Department away from downtown due to the clientele they served. Streckenbach informed that there was bus service. Friederichs informed that they had talked about it in the past but they had started serving clientele as they come in and most of them were coming by vehicle. Whether it was a barrier driving a distance, she couldn't say for sure. They had tried asking clients at one point about how far they would drive but when they currently reside in a central location, clients will say they wouldn't want to drive any further. It was a leading question.

Referring to Kaster's concerns, Weininger stated that for the numbers that they worked into this, it was 15 parking spots at \$25. If they wanted to do something more for employee parking, the numbers would be larger but there were huge amounts of space there. The other option would be to take down the Sophie Beaumont Building, locate a number of departments in one central location and have a sellable asset with the Northern Building with parking, as parking was at a premium downtown because there was not a lot of it. There were 135 spots if they knocked down Sophie. Van Noie informed the ballpark to knock it down would be about a \$1M.

Streckenbach felt if they didn't want to build a building, there was still the option of the co-location idea of the Downtown Library and Neville Museum. There was enough space in the library to house basically all these organizations that they talked about building a new building for. However, they would run into the same problem with parking unless they purchased the Associated Bank Lot 2. Landwehr felt that if they were looking at something for the library long term with whatever departments, it would make sense to try and get ahold of Associated Bank Lot 2.

Weininger stated that through the WHEDA tax credit, a company could come in and say if you allow them to do the project, such as merge the library and museum, and build in some office space, condo units and additional parking, they could use a lot of those dollars to fund the overall costs. The nice thing about using them was, they pay for all of the architecture and do the design. He suggested inviting them up to shoot some ideas out there and to see what may work. It would take the burden off of staff. These people have done it so they had realistic numbers on what the cost could be. This would be another approach and make it financially feasible for the county.

Streckenbach informed that the library wasn't opposed to a merge, there may have been a space issue but he could walk into the library and showcase duplicated space. To him, the opportunity presented a very solvable solution. The museum didn't need 60,000 sq. ft. There was an opportunity for the museum to adjust themselves, the challenge was, the cost to renovate was in the million dollar range. They wanted to be able to accomplish that but how do you do it when you have a museum out there asking for money and a library out in the community asking for money to renovate, if you could join forces and state that they were protecting two very important cultural institutions but their overall space was going to be modified not only for adjusting for the future but more importantly ideally to bring it to the 21<sup>st</sup> century in terms of what the programs and services were being delivered. Ironically the library wanted to expand their first floor to increase its children programming. To the right of the auditorium in the museum, they had a children's area. You could take the first floor and design it to be the library/museum children's area for programming and services. Second floor you have for traveling exhibits, and third floor would be office and management. The question would be, how much more space did they need to add on for the adult and computer area. Regarding the genealogy and collections, Streckenbach had a firm belief that they could work something out with UWGB to have the library move those types of operations to UWGB, make everything centrally located.

At one point there were discussions regarding adding up to either the library or museum, Streckenbach informed the library could go up. The challenge was, over the next five to 10 years, it will have ongoing maintenance.

Sieber informed that there was a Facility Master Plan Subcommittee a couple years back, he informed that they were supposed to be dealing with these things and questioned if it was something worth bringing back rather than spending too much time talking about what was



moving, where it was going, at this committee. He would like semi-regular updates whether it was through a separate subcommittee or this committee. Erickson suggested changing the agenda item to: Facilities Relocation.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

12. **Airport – Budget Status Financial Report for October, 2014.**

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Other**

13. **Audit of bills.**

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to audit the bills. Vote taken. MOTION CARRIED UNANIMOUSLY.**

14. **Such other matters as authorized by law.**

Responding to an email Dantine received, Bosiacki responded that what happened based on the court case that came out of Waukesha County, the Judge's decision was that the towns had no use zoning in the shoreland area unless they had adopted their use zoning ordinance prior to the adoption of the Shoreland Ordinance. They had two towns in Brown County, the Town of Scott and the Town of Ledgeview that did that, so they were good. The rest of the towns all adopted their use zoning after the county shoreland zoning. Based on this decision there was no use zoning in those shoreland areas.

**Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to adjourn at 7:40 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia A. Loehlein  
Recording Secretary

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

**APPROVED**

12/08/14

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

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**PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

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A meeting was held on **Monday, October 13th, 2014**  
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) The meeting was officially called to order by Craig Dickman at 11:38 am.

2) Roll Call:

Present: President Craig Dickman  
Commissioner Bryan Hyska  
Commissioner Hank Wallace  
Commissioner John Hanitz  
Commissioner Ron Antonneau (11:39am)

Also Present: Dean Haen, Brown County P&RR  
Mark Walter, Brown County P&RR  
Mike Vizer, St. Mary's Cement  
Jim Haese, LaFarge

Excused: Vice-President Tom Klimek  
Commissioner Bernie Erickson

3) Approval/Modification – Meeting Agenda

**A motion to approve the agenda was made by Bryan Hyska and seconded by John Hanitz.**  
Unanimously approved.

4) Approval/Modification – September 8, 2014 Meeting Minutes

**A motion to approve the minutes of September 8, 2014 was made by Hank Wallace and seconded by Bryan Hyska.** Unanimously approved.

5) Renard Island End-Use Infrastructure Development Matrix – Request for Approval

Foth Infrastructure & Environment, LLC has submitted an analysis looking at the Renard Island end-use infrastructure development types. Foth was examined and compared structural category types. Some of the categories included buildings and structures, transportation services, utility services and recreational services. Past and existing permits conditions were evaluated. The analysis will be used by staff to aid prospective users (leasees) in understanding the best types of structures to consider when evaluating potential recreational opportunities for the island.

**A motion was made to approve and place the Renard Island End-Use Infrastructure Development Matrix on file was made by Ron Antonneau and seconded by John Hanitz.** Unanimously approved.

6) Fox River Environmental Dredging Project – Request for Action

The Fox River Clean-up project has entered the Port area and coordination and cooperation between all parties will be critical to the success of the project and uninterrupted operations of the Port between now and 2017. The Fox River Environmental Dredging Project has entered the Port area causing some conflicts that have been experienced by RGL Holdings, Georgia-Pacific and St. Mary's Cement. The project is being led by the Fox River LLC group, which NCR is the primary responsible partner. Tetra Tech is working on behalf of NCR to fulfill the clean-up obligations. The project is trying to do things very cost effectively such as capping instead of removing the PCB's. In 2009, there was no capping in the record of decision (ROD) for the Green Bay Harbor area. Recent maps indicate the intent to cap many locations outside of the navigational channel in the Green Bay Harbor. Last month, Haen sat down with the Green Bay Area Chamber of Commerce and their Policy and Advisory Group which show great interest in this and willingness to lead or assist in educating Green Bay Harbor property owners. Haen also sat down with the DNR. It is believed, property owners, industry and environmentalists desire to have the PCB removed rather than capped. A suggestion was made to help coordinate an informational meeting with a representative from either the EPA or DNR that knows all of the facts and all the affected parties who have land ownership so they know their property rights. The meeting is planned to be hosted by the Port and Chamber to educate property owners of their rights and strategize how property owners can best interact with one another and with the project. Property owners need to take a long-term view of their current and potential future uses. Once a cap is installed, any future infrastructure (dock, dredging, etc.) costs, permits, etc. is impacted.

**A motion was made to suspend the rules to hear from interested parties to speak on the Fox River Environmental Dredging Project was made by Hank Wallace and seconded by Ron Antonneau.** Unanimously approved.

Mike Vizer, St. Mary's Cement, commented that if an informational meeting was going to be held, that it is done as soon as possible because Tetra Tech is in communication and setting meetings up with all of the Port Operators trying to get information. Jim Haese, LaFarge, mentioned that they have to move at their expense the SS *Crapo*. Haen understands the project is responsible for cleaning up the river and property owners should not be financially responsible or obligated to

incur any expense. Full disclosure of information and responsibility may not be clearly communicated.

**A motion was made to return to regular session by Ron Antonneau and seconded by Hank Wallace.** Unanimously approved.

**An action to facilitate a meeting in November by Harbor Commission staff and have a letter sent to Terminal Operators regarding the Fox River Environmental Dredging Project was made by Hank Wallace and seconded by Ron Antonneau.**

7) Cell Tower Sale Offer – Update

Over the summer, American Tower was interested in paying for a permanent easement of the cell tower. Mark Walter, Brown County Port & Resource Recovery, had tried reaching out to the company several times to learn more about their offer. Within the last month, another letter came in the mail presenting a conditional offer to pay \$30,000 and extend the existing term. Still have no response from American Tower.

**A motion was to receive the Cell Tower Sale Offer and place on file was made by Ron Antonneau and seconded by Hank Wallace.**

8) Strategic Planning Subcommittee – Update

Two roundtable meetings had taken place. One on September 8<sup>th</sup> and another on September 16<sup>th</sup>. These meetings were for the terminal operators to engage and provide input on what issues or topics should be included into the next Strategic Plan for the Port of Green Bay. Three common themes from the conversations included; backhaul solutions, channel and dockside depth, and a lot of discussion about port impacts from the downtown revitalization.

9) Cat Island - Update

The Corps has continued moving forward with the filling of the first island, McKloskey Island. The Corps plans to place about 450,000cy of material in the island.

The Cat Island Advisory Committee had lengthy discussion regarding public access issues with law enforcement. There are now two gates installed and signs along the wave barrier and each end of the legs stating "Warning, Danger. Keep Off". Effective October 2014, a public access policy was put into effect stating that Cat Island is neither a recreational facility nor a public access facility. There will not be an option for tours.

The Corps of Engineers had originally told the department earlier in October that they would not be re-doing Lineville Road this year because they only got one bid. However, their Attorneys told them they have one legitimate bid and to go ahead and award to Bobbies Marine. Once the road is finished the department needs Corps invoice for work performed as part of the 10% cash contribution. Upon receipt, staff will submit the HAP Grant reimbursement request and close out the project.

10) Director's Report – Update

Fish advisory signs are coming free from the DNR and will be posted on the perimeter of Renard Island. The anchors were installed for the fish cribs in September.

American Great Lakes Ports Association is doing a strategic planning effort, Haen will be participating in the exercise and believes there will be some secondary benefits for the exercise with our strategic planning effort.

11) Audit of Bills – Request for Approval

**A motion to approve the Bills was made by Bryan Hyska and seconded by Hank Wallace.** Unanimously approved.

12) Tonnage Report – Request for Approval

Ship arrivals are up and tonnage is up 12%.

**A motion to approve the Tonnage Report was made by Ron Antonneau and seconded by Hank Wallace.** Unanimously approved.

13) Such Other Matters as Authorized by Law

No other matters as authorized by Law.

14) Closed Session for easement relating to Renard Island

*Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require closed session.*

**A motion to go into closed session was made by John Hanitz and seconded by Bryan Hyska.** A roll call vote followed with the following Board members voting “aye”: Craig Dickman, Bryan Hyska, Hank Wallace, John Hanitz and Ron Antonneau. There were no “nay” votes; the motion was passed. The purpose of the closed session was for easement relating to Renard Island.

**A motion was made by John Hanitz and seconded by Ron Antonneau to return to open session.** A roll call followed with the following Board members voting “aye”: Craig Dickman, Bryan Hyska, Hank Wallace, John Hanitz and Ron Antonneau. There were no “nay” votes; the motion was passed.

No action was taken in closed session. The Board continued with agenda items in open session.

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15) Adjourn

**A motion to adjourn was made by Ron Antonneau and seconded by John Hanitz.**  
Unanimously approved. Meeting adjourned at 1:32 pm.

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Craig Dickman, President  
Harbor Commission

Dean R. Haen, Director  
Port & Resource Recovery Department

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**PORT & RESOURCE RECOVERY DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
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DEAN R. HAEN  
DIRECTOR

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**PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

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A meeting was held on **Monday, December 8th, 2014**  
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) The meeting was officially called to order by Commission Craig Dickman at 11:32 am.

2) Roll Call:

Present: President Craig Dickman  
Commissioner Bernie Erickson  
Commissioner Mike Vizer  
Commissioner Hank Wallace  
Commissioner John Hanitz  
Commissioner Tim Feldhausen  
Commissioner Ron Antonneau (11:35am)

Also Present: Dean Haen, Brown County P&RR  
Mark Walter, Brown County P&RR  
Jim Haese, LaFarge  
Rob Benninghoff, Wisconsin Public Service  
Don Johnston, U.S. Venture, Inc.  
Scott Selby, RGL  
Jay Grosskopf, Boldt/Fox River Clean-up  
Troy Gawronski, Foth/Fox River Clean-up  
Richard Feeney, Tetra Tech/Fox River Clean-up

Excused: Vice-President Tom Klimek  
Commissioner Bryan Hyska

3) Approval/Modification – Meeting Agenda

**A motion to approve the agenda was made by John Hanitz and seconded by Hank Wallace.**  
Unanimously approved.

4) Approval/Modification – October 13, 2014 Meeting Minutes

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**A motion to approve the minutes of October 13, 2014 was made by Hank Wallace and seconded by John Hanitz. Unanimously approved.**

5) Introductions of Tim Feldhausen and Mike Vizer to Harbor Commission

There are two new members to the Harbor Commission, Tim Feldhausen and Mike Vizer. This will return the Harbor Commission board to full force and strength with nine (9) board members. Harbor Commissioner President Craig Dickman welcomed the two new Commissioners and asked everyone to do a brief introduction.

Mike Vizer works for St. Mary's Cement as the terminal manager and also head of security for terminals throughout the Great Lakes. Mr. Vizer is looking forward to being a part of the Harbor Commission to share ideas and learning to make the board a success and move the Port into the future.

Tim Feldhausen works for Simon & Feldhausen Law firm as a practicing attorney in business and real estate law. Mr. Feldhausen has lived in the area for about nine years and is active in economic development issues through Advance (Greater Green Bay Chamber). In his past military experience, he had driven an aircraft carrier. Coming from a Navy background, he is very thankful that he has been appointed because he is fascinated by the port and harbor facilities here in Green Bay.

6) Renard Island Easement – Request for Approval

Dean Haen explained the draft easement enclosed in the agenda packet. This is a requirement from the Corps of Engineers. Currently a temporary easement for ten (10) years is in effect with four (4) to five (5) years remaining providing access to Renard Island by Sauk Rd. President Dickman has met with the City of Green Bay representatives including the Mayor, the Mayor's Chief of Staff and the Director of Public Works. At the last session, it was verbally agreed by the Mayor, President Dickman and Director Haen that number two (2) on the easement shall read:

2. End-Use of Renard Island. The County agrees the end-use of Renard Island will be recreational use compatible with the Bay Beach Amusement Park area.

This ensures the City and County's mutual interest in maintaining and developing the area including the island for passive and active recreational activities. The easement language has been forwarded to the City for approval and staff requests Harbor Commission action on the easement. Haen added that if this is approved, staff and President Dickman be given the ability to make minor modifications without changing the intent or content should the City have any changes.

Commissioner Antonneau suggested any significant changes to the easement should come back to the Harbor Commission and to approve the easement as long as the City approves the easement in the near term. If the City does not approve it, plans should be made to take out the causeway access to the island.



Commissioner Wallace questioned Commissioner Antonneau what he meant by taking out the causeway and who would fund the cost. Dean Haen answered that the causeway is owned by the Corps of Engineers and if permits and easements are not secured by Brown County, ownership could not be transferred to Brown County and the Corps of Engineers would have to remove the causeway.

Commissioner Dickman added that the Corps of Engineers is putting \$200,000 into the box culvert and the department is making modifications including the fish spawning reef and fish-sticks habitat. Both the County and the Corps of Engineers are making investments into this project. The project was originally permitted as a temporary structure even though several groups in the community suggested it become permanent. A permanent causeway retains access to the island and enables development of human use opportunities for the island in the future. The Commission and staff have always viewed this as substantial causeway and leaving it would be desirable. There have been concerns by President Dickman of entering into the real estate business. In order for the causeway to remain as a permanent structure several things need to happen; causeway modifications that the US Corps of Engineers is making at their expense for the box culvert and lowering the height of the causeway, the County modifications and expense installing the fish cribs and rock reef and securing a permanent easement on Sauk Road. All three requirements need to occur or the causeway would not be meeting the state and federal requirements and would require the removal of the causeway as a temporary structure.

Commissioner Vizer questioned if this sounds like something that the City will approve based on conversations. Commissioner Dickman answered that clearly it was important that the modification of the easement included recreational use compatible with the Bay Beach Amusement Park area for the City to sign the easement.

**A motion was made to approve the Renard Island Easement as long as the City approves it in ninety (90) days. If the City does not approve it, Brown County will communicate to the Corps of Engineers all requirements are unable to be secured and plans should be made to take out the causeway access to the island. Motion made by Ron Antonneau and seconded by Craig Dickman. Unanimously approved.**

#### 7) Renard Island Closure – Update

Dean Haen explained that the Corps of Engineers has removed the old culvert and put in the new required box culvert, they will also be lowering the causeway height completing Corps responsibilities. Left over stone will be stored for Brown County to use in installing the rock reef.

In October, the Corps of Engineers told the department that a permanent easement was needed. Three weeks later a letter came from the Corps of Engineers that the department needed a Lakebed Grant for the land underneath the causeway. Staff has been struggling to meet these eleventh hour requirements, resulting in conversations with Corporation Counsel, outside counsel and a conference call with the Corps attorneys and real estate people.

The department spent almost one year securing a Chapter 30 permit from the Corps and State of Wisconsin for that causeway to be modified. Some of the work is being completed by the Corps of Engineers. The Corps is now saying that the Chapter 30 permit may be revocable and that there are no real estate guarantees after the work is completed. A Lakebed Grant is an act of the State Legislature is not revocable. For the department to secure a Lakebed Grant, staff would have to create a legal description, write a draft bill, have an Assemblyman and a Senator introduce the bill and have the Legislature pass the bill. If the department had known this would be a Corps requirement in the beginning, the Lakebed Grant would have been pursued and likely the current necessary modifications and expense as part of the Chapter 30 would not have been necessary.

It is troubling that the Corps is now coming with another change. Staff has engaged Michael Best & Friedrich LLP for legal review of the revocability of both a Lakebed Grant in comparison to a Chapter 30 permit. Staff believes the Chapter 30 is not revocable if all conditions are met. At the very least even the Lakebed Grant, as an act of Legislature, is revocable by another act of the Legislature. The Corps real estate and attorneys continue to be a reoccurring problem. In this case, in the eleventh hour of a project, they come up with a new requirement and send it in writing. Once in writing there is a major reluctance from the Corps to change position even when obvious. Now this issue is a new problem and may result in removal of the causeway. In addition, pursuit of a Lakebed Grant will require unnecessary use of political capital and another year and a half of staff time.

Commissioner Antonneau questioned if any past precedence can be cited with other confined disposal facilities that do the same thing such as over in Detroit. Haen answered that at this point, he did not go down that path. Haen's initial thought is to find another path moving forward that does not involve a Lakebed Grant.

Commissioner Dickman commented that he and Mr. Haen had discussed this and it is time sensitive. Mr. Dickman supported the Michael Best & Friedrich LLP expense. The Lakebed Grant request does not seem to be reasonable with the County having no power in executing documents that require action involving a third party entity in this case the State of Wisconsin. Commissioner Dickman believes the department cannot comply; the department has met all of the obligations of the Chapter 30 which is as permanent as a Lakebed Grant. The department only has so much political capital as an entity and there are some very difficult issues facing the harbor over the next few years. He feels that the Commission should not chase something that is not core to what the Commission does and the causeway is not something core to what the Commission does, it will not change economic development on the river and it will not change the ability to move commerce. Commissioner Dickman is extremely reluctant for the Commission to utilize the leverage, relationships or political capital that exist to pursue something that is not core to the Port's mission. Mr. Dickman's points of view are acknowledging the receipt and respond that the department can not comply and include the Michael Best & Friedrich LLP legal review.

No time frame for a response to the letter was issued. The causeway modification work is proceeding to complete the Chapter 30 requirements. There is also a Wisconsin Department of Natural Resources (DNR) submittal for closure of Renard Island which requires the Corps provide the County with the appropriate closure documentation.

#### 8) Noble Petro Dockwall Lease Assignment – Update

Dean Haen mentioned that the enclosed document within the agenda packet is purely administrative and the consent and eventual assignment do not need Commission approval. In 2004, the department had prepared a harbor assistance grant for U.S. Oil for the western shore facility which is now Noble Petro. Since 2004, the dockwall has changed ownership several times. A consent letter was prepared by Noble Petro that Brown County is agreeing to have the dockwall lease assigned from Noble Petro signed back to U.S. Venture. U.S. Venture will be taking ownership of that property and a number of other Noble Petro properties. This document is for informational purposes only. All grants requirements, lease payments, terms and conditions will be assigned to U.S. Venture over the course of this winter.

Commissioner Dickman mentioned that U.S. Venture has been an active member of the Port and has moved substantial goods into the Port since their dockwall has been improved. This is a positive movement considering all the port operations in total.

Dean Haen has reached out to Don Johnston, Mike Koel, Chris Lamirande, all of U.S. Venture, to communicate that Noble Petro has a \$4.6M grant that they were successful in receiving from the state at 80% funding. Understanding that U.S. Venture already has a petroleum product facility on the west shore, he is still encouraging US Venture to consider all options of utilizing the grant including moving nontraditional products. This grant is time sensitive but could receive a time extension. Transfer of ownership would be a justified reason to extend the grant.

#### 9) Fox River Environmental Dredging Project - Update

Commissioner Dickman stated that the Fox River Environmental Dredging Project is going to be a standing item on future agendas and will be brought to the top after the approval and modification of minutes so that attendees may leave after the discussion.

Commissioner Antonneau questioned Mr. Haen if a lot of the terminal operators were not aware of the facts related to the project's capping and dredging. Mr. Haen explained that a public meeting was held in November 2014 at the Public Neville Museum. With the invite letter, a Frequently Asked Questions fact sheet was included to try and help educate the property owners. The meeting turnout was 30 to 40 attendees. At the meeting, Mr. Dickman talked about the big picture of the harbor and the future, the Chamber talked about business and then the Project Team spoke about the specifics of capping, types of caps and timing if implementation. At the end of the meeting, it was decided for the duration of the project that there would be a standing agenda item on the Harbor Commission agenda. This way if citizens have issues, they have a conduit to come to the Harbor Commission to say they are having issues with the project or answer any questions. Staff is in the process of sending a letter to property owners summarizing the outcomes of that meeting and informing them there will be a standing item at the Harbor Commission meetings and that they are more than welcome to come with any questions. The property owners may use us as a clearing house to reach other property owners as well.

Commissioner Dickman stated that he feels the department and board has made a lot of progress raising awareness, collaboration with the Chamber, creating dialog with the Project Team. The whole group came together and had an open conversation with great dialogue which created the forum. The Commission's role is to facilitate sharing information, educating and generating discussion. As discussion takes place in the community the standing item will be a forum discussion. The educational meeting was a good start, the process in place helps and will continue to have open dialogue.

**A motion was made to suspend the rules to hear from interested parties to speak on the Fox River Environmental Dredging Project was made by Ron Antonneau and seconded by John Hanitz.** Unanimously approved.

Jim Haese, Lafarge Corporation, 125 9<sup>th</sup> Street Green Bay, WI 54304.

Mr. Haese mentioned that he was at the public meeting held at the Neville Museum and thought it was very informative and learned a couple of different things like who was going to be responsible for the cost, what the landowners are responsible for and if there was a potential cap on Lafarge's property the rights that they have. He also appreciates that all the property owners and terminals have a source to come to.

Don Johnston, U.S. Venture, 425 Better Way Appleton, WI 54915.

Mr. Johnston mentioned that they have a meeting set up with Tetra Tech in a week down at the facilities in Appleton and hoping to negotiate something that is reasonable between both parties.

**A motion was made to return to regular session by Ron Antonneau and seconded by John Hanitz.** Unanimously approved.

Commissioner Antonneau commented that hearing these comments will help everyone involved.

Commissioner Dickman also added working with the Chamber is really important with working with other groups in the community to expand on economic development for the whole region.

#### 10) Daylight Restriction by Western Pilots Association – Update

Mr. Haen and Mr. Walter had meetings with freight forwarders, Ship Agents and other businesses in Chicago during October. An outcome of a meeting with a Ship Agent was learning about the Port of Green Bay being under a daylight restriction by the Western Pilots Association which affects the costs for U.S. Venture and other ocean-going vessels. A captain can operate a U.S. Great Lakes vessel or Canadian Great Lakes vessel anywhere in the Great Lakes, but salt water vessels are operated by pilots who have imposed a daylight restriction. When an Ocean going vessel is flagged other than U.S. or Canadian, a pilot is required to navigate the vessel. Reasoning for a pilot is because the Great Lakes are unique/dangerous waters and need experienced pilots to navigate the Great Lakes. With the daylight restriction, a vessel may not enter or leave the Port during darkness. These vessels operate at \$2,500 an hour. That is a cost that negatively impacts commerce. A company may not risk the cost of a potential six (6) hour layover waiting for daylight and instead have the commerce shipped to Milwaukee and trucked to Green Bay or railed. After returning from the meetings, Mr. Haen reached out to the Western

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Pilots Association and wanted to learn why the Port of Green Bay was under this restriction. The restriction is also at the discretion of the pilot. Sometimes the pilot will take the ship in or out after dark. U.S. Venture has to factor in the costs of a delay. Staff is trying to find an avenue to get the restriction lifted. The only other Port that has a daylight restriction is Bay City, MI on the Great Lakes.

Commissioner Dickman asked if there was any way to request that the Western Pilots Association change the policy from one which is a blanket communication to the marketplace to communicate some more moderate status, or make up a new status that says limited nighttime access selected by pilot instead of blanket restriction. Have it say limited, the company could look for a willing pilot.

Mr. Haen stated that if the Western Pilots Association said no to lifting or limiting the daylight restriction, the only other route is making a claim to the U.S. Coast Guard, who regulates the pilots.

Commissioner Dickman suggested the Commission make a formal request to the Western Pilot's Association saying that we believe that Port of Green Bay has been negatively impacted by the daylight restriction and that we would respectfully request that they review and consider creating some limited restrictions or opportunities for organization to contract with pilot's, who are willing to do so, to continue the development of the Port and protect the economic development. That way if there should ever be a discussion with the U.S. Coast Guard later it shows communication was trying to be facilitated and that compliance is taking place. This request would include the Harbor Commission.

Commissioner Feldhausen asked if these pilots are called harbor pilots or barge pilots and are they required to ride all the way down through the Door Peninsula into Green Bay or at the Harbor. Mr. Haen answered that there are three Great Lakes pilot districts and as the vessel moves from the St. Lawrence Seaway to Duluth a total of three different pilots will get on and off at different locations throughout the Great Lakes. Commissioner Hanitz mentioned he has seen the pilots come out on a motorboat to swap pilots.

Commissioner Vizer asked who this was governed by and if this was CFR/legal law that is required to do this. Mr. Haen answered the US Coast Guard regulates this. Sometimes it costs \$50,000 for pilots to take a vessel in and out of the Great Lakes.

Commissioner Antonneau asked who employs these pilots. Mr. Haen answered the Western Pilots Association which was established by the Code of Federal Regulations governed by the Coast Guard, but essentially operates as a legal monopoly.

Commissioner Dickman suggested this is a worthy item, keep continuing dialogue and report developments at subsequent Commission meetings.

Commissioner Wallace suggested checking with the new U.S. Coast Guard Captain in Milwaukee on this topic.

#### 11) Strategic Planning Subcommittee – *Update*

Commissioner Wallace commented that a couple of subcommittee meetings have taken place where the terminal operators had given their input. It has been made very obvious to the committee that five years is a stepping stone for what it is the committee needs to start thinking about. A couple of things have come up recently including the depth of the harbor where the project was authorized but no money was never allocated to get it to 27 feet. Another topic came up today where this particular harbor is being affected by international shipping because of the daylight restriction where pilots are charging fees and setting hourly restrictions. As things are being put together for the upcoming phase issues keep popping up (ex. Renard Island Causeway). One thing is the committee needs to be prepared that things are going to continue popping up. The other thing economically, the committee needs to look at the feasibility of turning this Port around to how it was 75 to 100 years ago, an equal import/export port. Right now economically, it is pretty much an import port.

Commissioner Dickman explained that every five years the Harbor Commission publishes a new Strategic Plan, not that it only looks at five years but it is updating what the long term outlook is. The last strategic plan was crafted in 2010 and the next one is designed to be published and acted upon by this group in 2015. There are three members of the subcommittee that oversee the creation and hard work behind the scenes of the strategic plan. Tom Klimek, Harbor Commission Vice-President who also works for the Escanaba & Lake Superior Railroad. Mr. Klimek brings more than 30 years of product movement and a government affairs background. Bryan Hyska, Harbor Commissioner, works for Associated Bank. Mr. Hyska brings a financial outlook and a point of view that has been very valuable. Hank Wallace, Harbor Commissioner, has had many years on the Commission as well as with the U.S. Coast Guard. Next meeting there will be an update on when the first draft will be submitted to the Commission.

Mr. Haen mentioned the outcomes of the meeting held a week prior was various ways to accomplish the plan, take it in pieces, look at the vision and mission and keep updating the Commission.

#### 12) Cat Island – *Update*

Mark Walter discussed that the Cat Island Advisory Committee met last week and the main issue on the island has been public access. There was a strong debate. Several birders showed up and there was a 45 minute discussion. Mr. Walter is working with the Julia Noordyk, UW Sea Grant Institute on a public access plan on how to allow or not allow people out there. The construction is done for the season. Dredging and filling of McKloskey Island is now 30% full by surface area with very sandy material. The department is having the material tested because it may be useful as a commodity in the future. The access is now closed completely with two gates. The second gate is in the water and extends 20 feet into the water on both sides prevents any pedestrian access whatsoever. The point of view expressed by the birding community is they should be allowed access as they do not disturb anything. That is not a way a facility can be run as there needs to be no access or equal access for everyone. Currently, this is a Corps of Engineers CDF so it is an active facility. Over the next couple of months, the Corps will be

posting signs saying, "Danger, Keep Off" along the entire island including the legs. In the paper, there was an annual notice to snowmobilers.

Mr. Haen mentioned public access is an issue and believes the message came across very clearly as no public access with the long term hope of hopefully slowly opening access. There is so much interest and the committee cannot discriminate against the birders vs. one who wants to walk their dog, hunt, fish, etc. Right now there is no public access until otherwise.

Commissioner Antonneau asked who is liable for trespassers. Mr. Anntoneau suggested that when they trespassers on their facilities, they notify the authorities to be on record in case something happens.

Mr. Walter commented that there was a meeting held in November with the Cat Island Advisory Committee and Law Enforcement in terms of what and how access would be enforced. There are no posted "No Access" signs out there at this point but that is something the Corps is doing. It is a Corps facility so the liability falls on them. Cat Island will be Brown County's in 20 to 30 years. The Sheriff's Department and Wisconsin Department Natural Resource Wardens are well aware of the access points and issues on the island, they will enforce and ticket.

#### 13)Director's Report

Mr. Haen brought up the area by St. Mary's Cement that the Boatyard property is located near is going to the Sheriff's auction. Conversations have taken place on what that means. The County is not in a position to bid at an auction and the County Board is the only entity that is approved to purchase a property. Mr. Haen had communicated with Nicolet Bank. If the property falls back to the bank, the bank may then be interested in working with the County to determine our interest. The auction is being held on the December 17<sup>th</sup> and Mr. Haen will attend to observe. He has spoken with Commissioner Hyska, being a banker, regarding the process and for assistance understanding the financial implications.

Commissioner Dickman stated that there are some port funds are set aside to facilitate property acquisition if felt it is in the Port's best interest.

#### 14)Audit of Bills – Request for Approval

**A motion to approve the Bills was made by Hank Wallace and seconded by Mike Vizer. Unanimously approved.**

#### 15)Tonnage Report – Request for Approval

The overall highlights of November's tonnage report is the Port tonnage is 1% higher than last year even factoring the loss of the first four weeks at the start of the season and likely will lose some time at the end of this shipping season. The two million ton threshold has been met which indicates a healthy shipping season.

**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, December 3, 2014**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room**  
**Green Bay, WI 54302**  
**6:30 p.m.**

**ROLL CALL:**

Paul Blindauer	<u>X</u>	Steve Grenier	<u>X</u>	Scott Puyleart	<u>Exc</u>
James Botz	<u>X</u>	Mark Handeland	<u>X</u>	Dan Robinson	<u>X</u>
Paul Brewer	<u>Abs</u>	Matthew Harris	<u>X</u>	Debbie Schumacher	<u>X</u>
Brian Brock	<u>X</u>	Frederick Heitl	<u>X</u>	Ray Tauscher	<u>X</u>
William Clancy	<u>X</u>	Phil Hilgenberg	<u>X</u>	Mark Tumpach	<u>Exc</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>X</u>	Jason Ward	<u>X</u>
Ron DeGrand	<u>X</u>	Patty Kiewiz	<u>Exc</u>	Dave Wiese	<u>Exc</u>
Bernie Erickson	<u>X</u>	John Klasen	<u>X</u>	Reed Woodward	<u>Exc</u>
Steve Gander	<u>X</u>	Michael Malcheski	<u>Abs</u>		
Adam Gauthier	<u>X</u>	Ken Pabich	<u>X</u>		

**OTHERS PRESENT:** Chuck Lamine, Cole Runge, and Aaron Schuette.

1. Approval of the minutes of the November 5, 2014, regular meeting of the Brown County Planning Commission Board of Directors

A motion was made by S. Grenier and seconded by J. Klasen to approve the minutes of the October 1, 2014, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Receive and place on file the draft minutes from the November 10, 2014 meeting of the Transportation Subcommittee.

A motion was made by S. Grenier and seconded by R. Tauscher to approve the minutes of the November 10, 2014, regular meeting of the Transportation Subcommittee. Motion carried.

3. **Public Hearing:** Major Amendment #1 to the 2015-2019 Transportation Improvement Program for the Green Bay Urbanized Area.

C. Runge provided background on the amendment, including Transportation Subcommittee discussion and action on November 10, 2014. C. Runge noted that the Village of Allouez decided to fund the Greene Avenue project on its own and therefore did not need the Surface Transportation Program-Urban (STP-U) funding. The Transportation Subcommittee subsequently recommended reallocating funding to three previously awarded projects up to the 80% federal funding threshold and the remaining \$126,362 to Helena Street in De Pere.



C. Runge noted that the public hearing is also for an expedited project selection process that would improve Transportation Improvement Program (TIP) administrative efficiencies.

C. Runge opened the public hearing and asked three times if anyone wished to speak. Hearing no comment, C. Runge closed the public hearing. C. Runge noted that action on the item will take place at the January 2015 BCPC meeting.

4. Discussion and approval of revisions to the Street and Highway Functional Classification System for the Green Bay Urbanized Area.

C. Runge provided background on functional classification and noted that after every decennial census, the functional classification network must be updated to reflect changes in the urbanized area. C. Runge noted specific changes in Howard, Suamico, and Ledgeview.

F. Heitl asked if the proposed change to Swan Road could impact the school. C. Runge stated that adding Swan Road to the functional classification system does not change the street itself, but it does provide eligibility to the City of De Pere and/or Town of Ledgeview for STP-Urban funding if the street is due for reconstruction or resurfacing.

A motion was made by B. Erickson and seconded by D. Juengst to approve the revisions to the Functional Classification System for the Green Bay Urbanized Area as presented. Motion carried.

5. Review and discussion regarding Brown County Comprehensive Plan Draft Chapter 2 – Land Use (background only).

A. Schuette presented a summary of the chapter's background information and noted that for the first time, agricultural lands account for less than 50 percent of the land uses in Brown County. Additional details included information on community development, lot development trends, land prices, and a comparison of lands that were developed in 2000 as compared to those in 2014.

D. Robinson stated that it appears that some land was converted from developed to undeveloped between 2000 and 2014.

A. Schuette stated that some of these areas are due to improvements in land use interpretation precision between 2000 and 2014 because our aerial photography is much better now. For instance, in 2000, an entire five-acre parcel with a home may have just been identified as residential, but now because the photography is better, the interpretation can be more precise and identify the area of the home as residential, with the remaining lands as wooded. A. Schuette noted this is particularly apparent in Suamico.

A. Gauthier asked if this applied to agricultural areas as well.

A. Schuette noted that regardless of parcel size, in 2000 and 2014, the area of the home was always split off from the actively farmed areas.

P. Hilgenberg noted that the number of land uses classified as Natural Areas increased significantly between 2000 and 2014.

A. Schuette agreed that is the case and stated that from reviewing the data, it appeared that there were many former farm fields that have gone fallow or are otherwise no longer farmed.

W. Clancy added that farmers no longer utilize smaller fields because the size of the equipment does not lend itself to efficiently farming fields that are only five to ten acres in size.

D. Robinson referred to the second bullet point on the chapter's first page. He stated that effective methods of educating the public about the impacts of land use decisions need to be developed, but he is unsure about the methods that would be most effective.

A. Schuette said that this discussion will need to take place as we develop the future land use recommendations section of the comprehensive plan update.

No action was taken on this item.

6. Director's report.

C. Lamine stated that P. Hilgenberg recently sent him a good article about the characteristics of good planning commissioners, and he will send this article to the BCPC members.

C. Lamine stated that he recently met with the Brown County Executive to discuss the Planning and Land Services Department's "Smart Goals" for 2015. C. Lamine will include these "Smart Goals" in the next BCPC meeting packet.

C. Lamine stated that Lori Williams recently resigned from the Planning and Land Services Department to accept a position with the Green Bay Area Public School District. Lori worked for the county for 24 years, and she was a very valuable employee. C. Lamine stated that the county's decision to freeze employee salary step increases approximately 12 years ago has resulted in the loss of many good employees, and he is concerned that the county will continue to lose good employees if the classification and compensation system is not updated.

C. Lamine stated that Mike Parmentier recently passed away. Mike worked for the Brown County Planning Commission for more than 30 years, and he retired in 2008. During his time with the Planning Commission, Mike worked with many communities to develop their zoning codes and comprehensive plans. He was also heavily involved with the Central Brown County Water Authority. C. Lamine recommended that the BCPC Board of Directors approve a resolution at its next meeting that recognizes Mike for the work he did during his career at Brown County.

C. Lamine noted that there will need to be a meeting in January to take action on a few transportation-related items.

7. Brown County Planning Commission staff updates on work activities during the month of November 2014.

No action was taken on this item.

8. Other matters.

W. Clancy stated that he would like to compliment the City of Green Bay for the Monroe Avenue reconstruction project.

S. Grenier stated that he participated in the Greene Avenue funding reallocation discussion as a member of the BCPC Transportation Subcommittee. He stated that this discussion could have been very contentious because of the amount of money that was potentially available for each member's projects. But instead of trying to obtain as much of the money as possible for their own projects, the members worked together to recommend reallocating the money to projects that will benefit the area as a whole. This is an example of the intercommunity cooperation that the Transportation Subcommittee has practiced for many years.

9. Adjourn.

A motion to adjourn was made by R. DeGrand and seconded by J. Botz. Motion carried.

**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**TRANSPORTATION SUBCOMMITTEE**  
**Monday, November 10, 2014**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL:**

***(Voting)***

Jeff Agee-Aguayo	<u>      </u>	Patty Kiewiz	<u>  X  </u>
Bill Balke (Vice-Chair)	<u>  X  </u>	Tom Klimek	<u>      </u>
Craig Berndt	<u>  X  </u>	Randy Loberger	<u>      </u>
Geoff Farr	<u>  X  </u>	Doug Martin (Chair)	<u>  X  </u>
Mike Finn	<u>      </u>	Tom Miller	<u>      </u>
Paul Fontecchio	<u>  X  </u>	Rebecca Nyberg	<u>  X  </u>
Steve Grenier	<u>  X  </u>	Eric Rakers	<u>  X  </u>
Ed Kazik	<u>  X  </u>	Derek Weyer*	<u>  X  </u>

***(Non-voting)***

Dwight McComb (FHWA – Madison)	<u>  Exc  </u>
Philip Gritzmacher (WisDOT – Madison)	<u>  X  </u>
Chris Bertch (FTA Region 5)	<u>      </u>

**Others Present:** \*Sandra Carpenter for Derek Weyer, Lisa Conard, and Cole Runge.

D. Martin opened the meeting at 10:00 a.m.

**ORDER OF BUSINESS:**

1. Approval of the September 15, 2014, Transportation Subcommittee meeting minutes.

A motion was made by P. Fontecchio, seconded by S. Grenier, to approve the September 15, 2014, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding the reallocation of Surface Transportation Program (STP) funds that were approved for Greene Avenue in the Village of Allouez.

C. Runge distributed a staff report detailing two reallocation options. He noted that \$774,850 in STP funds are available as a result of the Village of Allouez deciding to not use STP funds for the Greene Avenue reconstruction project.

C. Runge stated that the first option would utilize the Greene Avenue STP funds to elevate projects in the MPO's approved program of projects to the STP maximum of 80% of total project costs. He stated that the three approved projects that are well below the 80% funding maximum are the Pilgrim Way, CTH EA (S. Huron Road), and Cormier Road projects. If these projects are elevated to the 80% funding maximum, the remaining STP funds (slightly more than \$126,000) could be used to fund the Forward Service Corporation's Mobility Manager Position in 2015. C. Runge noted that using available STP funds to elevate projects to the 80% STP funding maximum is consistent with past practice.

C. Runge stated that the second option would utilize the Greene Avenue STP funds to fund one or more projects on the 2015-2019 Transportation Improvement Program's (TIP's) prioritization list. To qualify for this funding, a project must be scheduled to occur within the same funding cycle as Greene Avenue (2013-2018), and the STP funds must cover between 50% and 80% of

the project's total cost. He then summarized the projects on the list that satisfy these two conditions.

After presenting these options, C. Runge stated that the subcommittee is invited to choose one of these two options or to develop its own option to recommend to the BCPC Board of Directors. He stated that there are many other possible options that can be developed, and he suggested that one of these other options could be elevating the three approved projects to the 80% maximum (as proposed in Option 1) and using the balance to fund one project on the 2015-2019 TIP prioritization list (as proposed in Option 2).

Members of the committee agreed that funding projects at or as close as possible to 80% is desirable.

S. Carpenter stated that she has had discussions with WisDOT Central Office staff regarding the possibility of allocating STP funds to a project scheduled for 2015. WisDOT Central Office staff has not yet determined if the 2015 statewide program can accommodate another 2015 project, and this determination will not likely be made until the week of November 17.

C. Runge stated that Green Bay Metro is requesting STP funds for four buses in 2019. It may be possible to move one or two of these buses into the 2013-2018 program.

E. Rakers asked if the average age of Metro's bus fleet is adequate or if the new buses are necessary to elevate the fleet's average age to an acceptable level.

P. Kiewiz stated that she has buses that were built in 2003 that have exceeded their useful lives in terms of mileage and/or age. Many of these buses are showing signs of age and need high-cost maintenance. In some cases, the bus frames have cracked. Once a frame cracks, the bus can no longer be used by Metro.

L. Conard noted that although the average age of the bus fleet is within an acceptable range at the moment, it should be noted that several 1995 and 1998 models have been retired in the last couple of years without replacement. This has artificially lowered the age of the fleet. Metro is looking to replace buses that have already been disposed of.

Discussion occurred regarding the program of projects. Many subcommittee members agreed that making the approved STP projects as close to whole (80%) as possible makes sense.

Discussion occurred regarding eligible projects, the required STP-U amount needed to fund a project at a minimum of 50%, and project schedules.

A motion was made by S. Grenier, seconded by P. Fontecchio, to make a recommendation to the BCPC Board of Directors regarding the reallocation of STP funds to allow the Pilgrim Way, CTH EA (S. Huron Road), and Cormier Road projects to be funded as close to 80% as possible while allowing the Helena Street project (Seventh Street to Suburban Drive) to receive the STP minimum of 50% of the cost. Motion carried.

S. Carpenter stated that the WisDOT statewide program can accommodate the Helena Street project because it is scheduled for 2018.

3. Discussion regarding proposed revisions to the Green Bay MPO's Surface Transportation Program (STP) Project Prioritization Criteria.

C. Runge presented a summary of how projects submitted during the current STP solicitation period would score using the proposed project prioritization criteria that were discussed at the September 15, 2014, Transportation Subcommittee meeting. Because information was not provided in the project applications for three of the proposed criteria, the scores do not include points for these criteria. This scoring summary was requested by the Transportation Subcommittee at the September 15 meeting.

P. Fontecchio distributed and summarized STP project prioritization criteria that he developed for discussion at the meeting. He stated that he would like the new project prioritization criteria

to reflect the importance of roads and that the total number of points available for projects should be more than what is proposed by BCPC/MPO staff.

G. Farr stated that he would like roads that are in the worst condition to receive the most points under the revised Roadway Surface Condition criterion. He also asked staff to summarize the point values associated with the BCPC/MPO staff's proposed project prioritization criteria.

C. Runge summarized the BCPC/MPO staff's proposed criteria, the point values associated with the proposed criteria, and the point values associated with the MPO's current project prioritization criteria.

G. Farr asked how the BCPC/MPO staff's proposed project prioritization criteria compare to the project prioritization criteria used by other MPOs.

C. Runge stated that he reviewed the criteria used by MPOs in Wisconsin and in other parts of the country before he prepared the BCPC/MPO staff proposal, and he found that there are many different qualitative and quantitative factors used to prioritize projects. However, every MPO uses factors that reward project sponsors for including appropriate bicycle and pedestrian facilities in their road projects.

E. Rakers stated that this is the *Transportation* Subcommittee, so it is important that all forms of transportation be addressed by the STP project prioritization criteria. He stated that P. Fontecchio's proposed criteria focus on only one aspect of the transportation system and that we get more value from projects that accommodate many forms of transportation.

P. Fontecchio stated that it will be difficult to avoid adding travel lanes to some streets and highways, and he cited Lineville Road (CTH M) in Howard and Suamico as an example of a county highway that will likely have to be expanded to four lanes with a center turning lane in the near future. He stated that street and highway expansion projects will not receive as many points as non-expansion projects under the Congestion Reduction and System Preservation criterion proposed by BCPC/MPO staff.

C. Runge stated that expansion projects can receive points under this proposed criterion if they improve a street's or highway's Level of Service (LOS). However, this criterion is designed to provide more points to projects that improve a street's or highway's LOS without increasing the number of driving (non-turning) lanes. He stated that methods of doing this include implementing efficient traffic control techniques at intersections, reducing the number of driveways, and eliminating parking.

D. Martin stated that he would like the total number of points available for projects to be more than what is proposed by BCPC/MPO staff.

C. Runge stated that because there has been a lot of discussion about potential criteria and the point values associated with these criteria over the last two meetings, perhaps staff and the subcommittee members should instead focus on developing the prioritization criteria before assigning point values to the criteria. This approach will allow staff and the subcommittee to identify what they believe to be important components of projects without having to be concerned about the relative values of the components.

The subcommittee members agreed with this approach.

P. Fontecchio asked if there is a deadline for developing and approving the revised project prioritization criteria.

C. Runge stated that staff would like to have the revised project prioritization criteria approved by the BCPC Board of Directors by May or June of 2015. This will allow staff to use the revised criteria to review and rank projects that are submitted for inclusion in the 2016-2020 TIP.

R. Nyberg suggested scheduling regular Transportation Subcommittee meetings over the next few months to encourage everyone to continue working on this process.

The subcommittee members agreed with this suggestion.

C. Runge suggested scheduling the next Transportation Subcommittee meeting for December 8, 2014. He also asked the subcommittee members to submit their project prioritization criteria recommendations to him before November 26, 2014. C. Runge stated that he will compile the criteria recommendations and send them to the subcommittee members prior to the December 8 meeting.

The subcommittee members agreed that the next meeting will be at 10:00 a.m. on Monday, December 8, 2014, at the Green Bay Metro Transportation Center.

4. Recommendation to the BCPC Board of Directors regarding revisions to the Green Bay Urbanized Area's Highway and Street Functional Classification System.

C. Runge stated that the Transportation Subcommittee received maps that show the current functional classification system and the WisDOT-recommended revisions to the system in September. He stated that a few subcommittee members submitted comments about the WisDOT revisions, and the comments staff received supported the revisions. Based on the comments received from the subcommittee members, staff is asking the subcommittee to formally recommend approval of the revised functional classification system to the BCPC Board of Directors.

G. Farr asked why many of the streets on the UWGB campus are shown as urban collectors on the WisDOT map.

C. Runge stated that WisDOT Central Office staff recently created subcategories for minor arterials, collectors, and local streets. The UWGB streets are considered to be collectors that are not eligible for STP funds. The collectors on the map that are not eligible for STP funds are identified with thin orange lines, and the STP-eligible collectors are identified with orange lines that are slightly thicker.

G. Farr stated that it is not possible to tell the two types of collectors apart on the map, and he asked if the non-eligible collectors can be identified with a different color.

C. Runge agreed that the map is confusing because the line thicknesses are similar and the colors are identical. He stated that he asked WisDOT Central Office staff if a different color can be used to identify the non-eligible collectors, and he was told no.

A motion was made by E. Rakers, seconded by S. Grenier, to recommend approval of the revised Green Bay Urbanized Area Highway and Street Functional Classification System to the BCPC Board of Directors. Motion carried.

5. Any other matters.

P. Fontecchio stated that some Transportation Subcommittee members never attend the meetings. He asked if these members can be contacted to find out if they intend to attend the meetings in the future. If they do not intend to attend the meetings, perhaps their organizations can appoint representatives who will attend the meetings.

C. Runge stated that staff will contact these organizations to find out if they intend to have representatives attend the meetings in the future.

6. Adjourn.

A motion was made by S. Grenier, seconded by P. Kiewiz, to adjourn. Motion carried.

The meeting adjourned at 11:40 a.m.

**MINUTES**  
**BROWN COUNTY REVOLVING LOAN FUND COMMITTEE**  
**Wednesday, October 8, 2014**  
**Northern Building**  
**305 E. Walnut Street, Conference Room 391**  
**Green Bay, WI 54301**  
**11:00 a.m.**

**ROLL CALL:**

Brent Miller	<u>X</u>	Chad Weininger	<u>X</u>
Robert Patrickus	<u>X</u>	Ron Van Straten, Chair	<u>Exc</u>
Charles Riley	<u>X</u>		

**OTHERS PRESENT:** Jeff Taylor and Lisa Harmann.

R. Patrickus called the meeting to order at 11:10 a.m.

**ORDER OF BUSINESS:**

1. Approval of the minutes of the May 28, 2014, meeting of the Brown County Revolving Loan Fund Committee.

A motion was made by B. Miller, seconded by C. Weininger, to approve the minutes as presented. Motion carried unanimously.

2. Pursuant to Wisconsin Statute 19.85(1)(g), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing the loan terms for Syncrotek, Inc.

At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

A motion was made by C. Weininger, seconded by B. Miller, to convene in closed session pursuant to Wisconsin Statute 19.85(1)(g) for the purpose of reviewing the loan terms for Syncrotek, Inc. Motion carried unanimously.

A motion was made by C. Weininger, seconded by R. Patrickus, to return to open session. Motion carried unanimously.

A motion was made by B. Miller, seconded by R. Patrickus, to approve interest only payments from October 2014 to January 1, 2016. Based on a two year amortization, monthly principal and interest payments will begin in January 2016 and continue for 24 months. Amended terms contingent upon receipt of a new personal financial statement.

3. Other matters.

L. Harmann reported on the status of previous application for Fusion Integrated Solutions, Inc.

4. Adjourn.

A motion was made by B. Miller, seconded by C. Weininger, to adjourn. Motion carried unanimously. The meeting adjourned at 11:43 a.m.



PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

**APPROVED**

12/01/14

2561 SOUTH BROADWAY

GREEN BAY, WI 54304

DEAN R. HAEN

PHONE: (920) 492-4950

FAX: (920) 492-4957

DIRECTOR

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**PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD**

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A regular meeting was held on **October 20, 2014** at the Brown County Resource Recovery Facility, 2561 S. Broadway, Green Bay, WI.

1. Call to Order

The meeting was called to order by Solid Waste Board Chair John Katers at 2:05 pm.

2. Roll Call

Present: John Katers, Chair  
Mark Vanden Busch, Vice-Chair  
Lisa Bauer-Lotto (2:06pm)  
John Kennedy  
Mike Van Lanen  
Dave Landwehr

Excused: Bud Harris  
Ken Pabich  
Norb Dantine, Treasurer

Also Present: Dean Haen, Brown County  
Chad Doverspike, Brown County  
Mark Walter, Brown County  
Doug Martin, Village of Ashwaubenon  
Steve Grenier, City of Green Bay  
Bill Balke, Village of Bellevue  
Al Luberd, City of DePere

3. Approval/Modification – Meeting Agenda

**A motion to approve the agenda was made by Mark Vanden Busch and seconded by Mike Van Lanen. Unanimously approved.**

4. Approval/Modification – Meeting Minutes of September 22, 2014

**A motion to approve the minutes was made by Mike Van Lanen and seconded by Dave Landwehr. Unanimously approved.**

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5. Office Window Replacement and Door Overhang Bid - *Request for Approval*

Several of the building windows need to be replaced as well as some of the drywall from getting wet. Adding an overhang over the entrance door will help alleviate the problem. The department received pricing on three different options. Option #1 to replace the four (4) exterior windows on the lower level, Option #2 to replace the two (2) sliding glass windows inside where staff greets customers and Option #3 is to install an overhang over the front door entrance. Two (2) bids were received and Carey Construction was awarded. The windows take four (4) weeks to deliver and installation expected by the end of the year.

**A motion to approve the Office Window Replacement and Door Overhang was made by Dave Landwehr and seconded by Mark Vanden Busch. Unanimously approved.**

6. Solid Waste Agreement Extension – *Request for Approval*

John Katers had asked to determine urban municipal interest in extending the 2012 Solid Waste Management Services Agreements. The urban municipalities are at five (5) year terms, rural at ten (10) year terms with City of Green Bay under no agreement. The strategy is to extend some of the five year terms with a three year extension so large quantities of tonnage are not coming to term at the same time. Staff reached out to the urban municipalities, with several expressing interest in an extension. Staff began working with the Village of Ashwaubenon on drafting an extension as attached in the packet for use with the Village of Ashwaubenon and amended for other interested urban municipalities.

**A motion was made to suspend the rules to hear from interested parties to speak on the Solid Waste Management Services Agreement Extension was made by Mike Van Lanen and seconded by John Kennedy. Unanimously approved.**

Doug Martin, Village of Ashwaubenon, thanked staff that they were reached out to on this topic.

**A motion was made to return to regular session was made by Mike Van Lanen and seconded by John Katers. Unanimously approved.**

**A motion to approve the Solid Waste Agreement Extension was made by John Katers and seconded by Mike Van Lanen. Unanimously approved.**

7. South Landfill/Resource Recovery Park Project – *Update*

This is part of the effort in designing the Resource Recovery Park and revisiting the South Landfill. Last month, the guiding principals for the effort were adopted. This month two (2) pieces are brought forth for review.

a. Landfill Options Analysis

The landfill analysis looked back at the Feasibility Report, Plan of Operation and Host Community Agreement to evaluate if any changes may be necessary when constructed nearly 20 years later. The 1996 feasibility report was accepted with a capacity of 9.3M cy for municipal solid waste (MSW) and 3.67M cy of air space for paper mill sludge in a separate monofill. When the 1999 Plan of Operation (POO) was submitted, it was for

an 8M cy MSW landfill. This change was due to voluntarily providing an additional foot of clay liner and bringing up the base grades because of the mass balance problems of excessive amounts of clay. In addition the final slopes were proposed at 4.5:1 rather than the allowable 4:1 grades. At the time of approval, the landfill was only to serve Brown County tonnage. Since then Brown, Outagamie and Winnebago Counties executed an agreement to consolidate landfill services.

Brown County expects to be constructing the South Landfill in 2020 and will need to have a new Plan of Operation approved prior to beginning construction. As Brown County plans to submit a new Plan of Operation the BOW tonnage of 600,000 tons/year must be considered.

The feasibility determination established the footprint or waste limits for the two disposal areas. Any future designs must stay within those footprints. The airspace cannot be increased. The Plan of Operation will need to increase the slope and deepen the footprint to realize a capacity number to better meet the needs of the BOW system. In addition, the landfill footprint is 80 feet within the overhead power line easement running along the west side of the property. This may result in a loss of three acres of landfill. These changes would result in increasing the capacity from 8M to 9M cy. Any change of the waste limits/boundaries of the landfill will need a feasibility modification. This process may be less rigorous than the full feasibility determination process, but it would be subject to public informational and/or contested case hearings. A feasibility modification would not trigger a requirement to renegotiate the local host agreements. Additionally, Brown County could increase the capacity to 9.3M cy as approved in the Feasibility Report to better meet the BOW tonnage. A meeting is planned with the DNR to better understand the differences between a feasibility modification and full feasibility determination.

b. Procedures for Review of Unsolicited Proposal

*Brown County Policy and Procedures for Review of Unsolicited Proposals for the South Landfill Resource Recovery Park.* This document has been prepared with the expectation that an unsolicited proposal to locate in the resource recovery park will happen and the document identifies the necessary information for staff and the Board to use in evaluating any proposal. The information in the document can also be used when soliciting proposals.

8. Organics Food Waste Drop-off Program Roll Out – Update

a. Educational Information (web, signage)

There will be three to four signs that will be posted by each of the organics drop-off sites. One stating the drop-off hours, one stating Food Waste & Organics only, one showing Acceptable Material and one Not Acceptable Material. There is now a PowerPoint online explaining how to set up home food waste & organics recycling in your home. There are about 40 participants signed up to-date.

b. Virtual Store

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A website agreement has been reviewed by Corporation Council and has not been approved. Staff is looking at other options to provide a virtual store that will have bio-disposal bags and bins for purchase.

9. Budget – Update

October the budget will be going to PD&T. Since review of the budget, it has gone through internal Finance Department and County Executive review and consideration without any changes. The budget will be going to County Board in early November.

10. Recycling Compactor Building Expansion – Update

The building expansion will be about 25 ft. x 60 ft. on the south side of the building to install a compactor. A semi will back into there and the compactor will take the recyclables from the hopper and load into the truck. A couple other things will be added during this construction including a roof hatch for maintenance of the air conditioners and furnaces located on the roof. The return on investment is five to six years but also improves the safety. Also, in the back room the department will have the bailer and conveyor removed with the pit filled in. Last, the residential drop-off will not be in the orange hoppers anymore. Instead of staff emptying the hoppers three to five times a day, residents will be able to put their recyclables through a 4ft x 6ft garage door in the wall directly to the tipping floor. When feedback comes from BOW this will be submitted to the Village Site Plan Committee, have state approval, issue the bid then will circle back around for award in January. Landscaping will also be added because the village of Ashwaubenon was interested in that and it would serve as a windscreen.

11. Director's Report – Update

The BOW will be ready late November for additional plastics and aseptic packaging recycling. Radio ads, online ads, press releases and print material will be released in November carrying into next year.

12. Such other Matters as Authorized by Law

No other matters as authorized by Law.

13. Adjourn

**A motion to adjourn was made by Mike Van Lanen and seconded by Dave Landwehr.**  
Unanimously approved. Meeting adjourned at 3:02 pm.

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John Katers, Chair  
Solid Waste Board

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Dean Haen, Director  
Port & Resource Recovery Department

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

**APPROVED**

1/19/15

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

**PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD**

A regular meeting was held on **December 1, 2014** at the Brown County Resource Recovery Facility, 2561 S. Broadway, Green Bay, WI.

1. Call to Order

The meeting was called to order by Solid Waste Board Chair John Katers at 12:30 pm.

2. Roll Call

Present:

John Katers, Chair  
Lisa Bauer-Lotto  
John Kennedy  
Norb Dantine, Treasurer (12:36pm)  
Dave Landwehr  
Ken Pabich

Excused:

Mark Vanden Busch, Vice-Chair  
Mike Van Lanen  
Bud Harris

Also Present:

Dean Haen, Brown County  
Chad Doverspike, Brown County  
Mark Walter, Brown County

3. Approval/Modification – Meeting Agenda

**A motion to approve the agenda was made by Ken Pabich and seconded by Dave Landwehr. Unanimously approved.**

4. Approval/Modification – Meeting Minutes of October 20, 2014

**A motion to approve the minutes was made by Dave Landwehr and seconded by Ken Pabich. Unanimously approved.**

5. South Landfill/Resource Recovery Park Project – Update

Foth as part of the Brown County South Landfill and Resource Recovery Park work has issued the *Resource Recovery Park (RRP) Technical Memorandum #1* with background information and initial site prioritization. Due to the complex nature of evaluating various options and concepts for the RRP, Foth has split evaluation of the RRP into a series of memorandums that

breaks down the process into smaller pieces of focused information. The RRP Technical Memorandum #1 focuses on the department and BOW's facility needs, existing waste and material tonnage, resource recovery opportunities, the South Landfill location and RRP site prioritization.

Based on the preliminary RRP prioritization technical memo #1, the following recommendations for additional RRP evaluation through preparation will be the following:

Memo #2- Landfill Infrastructure/Residential Drop-Off/Convenience/Education Facilities

Memo #3- Mixed MSW Processing Facilities

Memo #4- C & D Processing Facilities

Memo #5- AD (wet & dry) Facilities

Ken Pabich mentioned that composting has been an on-going issue for the communities the past couple of years. The RRP has not looking at yard waste composting in much detail, because municipalities are serving this role. As a result of Ken Pabich's comments, memo #1 will be amended to identify the municipal issues and a possible opportunity Brown County may have regarding yard waste composting. John Katers requested Foth cite sources of data (providers) and attend the next Solid Waste Board meeting to report out developments. Public Work Directors are on the distribution list to receive agenda packets.

6. Organics Food Waste Drop-off Program Roll Out – Update

The Organics Food Waste Drop-off Program rolled out two weeks ago. There is one dumpster located at the Resource Recovery Facility and one dumpster located at the Waste Transfer Station. The one at the Resource Recovery Facility was empty the first week and 34-40 gallons of material the second week. Staff has developed labels for home waste containers as requested by participants. There are 55 households who had signed up for this program to date. The dumpster at the Waste Transfer Station is not being utilized as much.

7. BOW Recycling Facility Expansion and New Materials Recycling – Update

The additions to the Tri-County Materials Recovery Facility to add new materials for recycling are complete today and a press conference will be held in Outagamie County Solid Waste at 2pm.

The three counties (BOW) jointly put out an educational flyer of what is now accepted. Winnebago County staff developed a tri-fold brochure of what is now accepted. Brown County staff is working on getting this brochure translated into Spanish and Hmong. This material can also be found on [www.RecycleMoreTriCounty.org](http://www.RecycleMoreTriCounty.org) and [www.BrownCountyRecycling.org](http://www.BrownCountyRecycling.org). Radio ads are taking place and handouts will be distributed throughout the three counties.

8. 2013 BOW Audit – Update

The 2013 BOW audit is usually done by May/June each year but this year there were more deliberations between the three counties along with less availability of Schenk staff. Brown County budgeted 206,000 tons to Outagamie County but actually 220,348 tons were delivered which makes Brown County 35% of the landfill tonnage. BOW Director agreed on redistributing the C&D materials and recycling facility residuals is an equitable way based on tonnage

delivered. Ken Pabich requested all three counties document administrative costs. Schenck is working on finalizing an administrative cost policy that will determine all eligible administrative costs. Haen will follow up with Schenck regarding finalizing the administrative cost policy.

Brown County is 41% of the recyclables for the three county totals. John Katers asked if the Outagamie County regularly looks at refinancing the general obligation bonds used build the recycling facility. Haen will contact Outagamie County Finance Director to discuss. 2013 audit does not have any proceeds to BOW counties because all proceeds were retained for use in the 2014 facility expansion.

9. Recycling Compactor Building Expansion - Update

A bid will go out in December for the recycling compactor building expansion. Foth is designing the facility to cost-effectively separate the electrical metering to get billed separately for the compactor electrical usage.

10. Director's Report – Update

There are two new employees in the department, John Gareis and Ryan Rasmussen.

Thank you to John Kennedy, who will be ending his current term with the Solid Waste Board at the end of his term. John has served three years.

Mileage and travel reimbursement forms should be turned in before year end.

Staff had asked Joe Van Rossum for a breakdown on state recycling tipping fees surcharge. A breakdown was provided to board members.

11. Such other Matters as Authorized by Law

No other matters as authorized by Law.

12. Adjourn

**A motion to adjourn was made by Norb Dantine and seconded by Ken Pabich.**  
Unanimously approved. Meeting adjourned at 1:27 pm.

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John Katers, Chair  
Solid Waste Board

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Dean Haen, Director  
Port & Resource Recovery Department

**MINUTES**  
**BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE**  
**Monday, September 8, 2014**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL**

Diana Brown	<u>x</u>	Cole Runge	<u>x</u>
Vinnie Caldara	<u>Exc</u>	Mary Schlautman	<u>x</u>
Brandon Cooper	<u></u>	Julie Tetzlaff	<u>x</u>
Mallory Cornelius*	<u>x</u>	Lisa VanDonsel	<u></u>
Pat Finder-Stone	<u>x</u>	Derek Weyer	<u>Exc</u>
Kathy Hillary	<u></u>	Tina Whetung	<u>x</u>
Patty Kiewiz**	<u>x</u>	Genny Willemon	<u></u>
Greg Maloney	<u>x</u>	John Withbroe	<u></u>
Barbara Natelle	<u></u>	Vacant – BC Exec.	<u></u>
Sandy Popp	<u>x</u>	Vacant – BC Board	<u></u>

**OTHERS PRESENT:** Lisa J. Conard, Essie Fels for Patty Kiewiz\*\*, Christel Giesen, and Debbie Johnson for Mallory Cornelius\*.

C. Runge opened the meeting at 10:00 a.m.

**ORDER OF BUSINESS**

1. Introduction of Mallory Cornelius as the new ASPIRO representative.

Mallory Cornelius will be excused for the September and December meetings of the TCC and will be seated at the first meeting in 2015. Debbie Johnson will represent ASPIRO at today's meeting. Cole noted that this is the last official TCC meeting for Debbie and thanked her for her service.

Debbie Johnson stated that she will continue at ASPIRO as the coordinator for the International Project Search grant.

2. Approval of the June 9, 2014, Transportation Coordinating Committee (TCC) meeting minutes.

A motion was made by M. Schlautman, seconded by D. Johnson to approve the June 9, 2014, Transportation Coordinating Committee (TCC) meeting minutes. Motion carried.

3. Presentation of recommended CY 2015 Section 5310 Program funding awards by the Brown County TCC Section 5310 Program Review Subcommittee.

C. Runge provided a summary of the staff report.

On June 9, 2014, the Brown County Transportation Coordinating Committee (TCC) formed a five-person subcommittee to review project applications, score them, and attend one



subcommittee meeting to discuss the scores and develop funding recommendations to present to the full TCC.

On August 25, 2014, the five members of the Brown County TCC Section 5310 Program Review Subcommittee (consisting of TCC members Cole Runge, Mary Schlautman, Pat-Finder-Stone, and Lisa VanDonsel and BCPC staff member Lisa Conard) met to discuss and develop overall scores for two applications that were submitted by the August 15, 2014, deadline. WisDOT guidelines state that applications must receive at least 65 of the 100 possible points to be eligible for Section 5310 Program funds. The project descriptions and subcommittee recommendations are as follows:

**N.E.W. Curative Rehabilitation, Inc.:** Funding for two vehicles that each have 11 ambulatory and two wheelchair positions. Total project cost: \$108,000. Funding requested: \$86,400. Subcommittee recommended approval of this project with an overall score of 96.2 of 100 points.

**Green Bay Metro:** Funding for seven ADA-accessible bus stop shelters. Total project cost: \$35,000. Funding requested: \$28,000. Subcommittee recommended approval of this project with an overall score of 79.4 of 100 points.

If this recommendation is approved by the full TCC and the Brown County Planning Commission Board of Directors, the distribution of CY 2015 Section 5310 Program funds for the Green Bay Urbanized Area will be as follows:

<b>Funding available in CY 2015:</b>	<b>\$163,003</b>
Administration funding awarded to Green Bay Metro as the program's DR:	\$16,300
<b>Remaining funding available for projects:</b>	<b>\$146,703</b>
N.E.W. Curative Rehabilitation, Inc. - two vehicles	\$86,400
Green Bay Metro - seven bus shelters	\$28,000
<b>Balance (will be carried over into CY 2016 funding cycle):</b>	<b>\$32,303</b>

S. Popp asked C. Runge to explain the variation in points assigned to the two projects.

C. Runge stated that scoring was broken into categories. In one of the categories, applicants were asked to detail coordination efforts. Coordination was worth 40 of the 100 points available. N.E.W. Curative's application demonstrated a high level of coordination, but Green Bay Metro's application contained little discussion about coordination. This difference was the primary reason that Metro's score was lower than N.E.W. Curative's score.

C. Runge stated that the subcommittee felt both projects will be beneficial to the elderly and people with disabilities, and both projects exceeded the scoring standard for funding.

S. Popp asked about the bus shelters.

E. Fels stated that Metro is committed to providing additional accessible shelters for all of its clients. E. Fels stated that, if awarded, there would be an emphasis on placing the shelters on the west side of the service area.

C. Runge stated that a minimum of 55 percent of the funds have to be awarded to capital projects. Since both applications are requesting funding for capital projects, this will not be an issue.

L. Conard noted that an applicant can apply for both if certain conditions are met.

S. Popp asked if mobility management services could be funded under the new Section 5310 guidelines.

C. Runge stated yes. Mobility management functions serving the elderly and people with disabilities are eligible under Section 5310.

C. Runge stated that he spoke with staff at the Forward Service Corporation (a funding partner with Job Center of Wisconsin located in Green Bay providing mobility manager services). He was told that the services provided by the county's existing mobility manager will continue to focus on transporting low-income individuals to and from jobs. This means that the mobility manager position will not be eligible for funding under the Section 5310 Program because the position's focus is not on services for the elderly and people with disabilities.

4. Recommendation to the Brown County Planning Commission Board of Directors regarding CY 2015 Section 5310 Program funding awards.

A motion was made by S. Popp, seconded by P. Finder-Stone, to accept the subcommittee's funding recommendation and to recommend to the Brown County Planning Commission (BCPC) Board of Directors that both applications be funded at the requested levels. Motion carried with D. Brown (representing N.E.W. Curative) abstaining.

C. Runge and L. Conard stated that the TCC's funding recommendation will be considered at the next meeting of the BCPC Board of Directors and that the members of the TCC, Section 5310 applicants, and public are invited to attend the meeting. The meeting will be held on:

Wednesday, October 1, 2014  
Green Bay Metro Transportation Center  
901 University Avenue  
Green Bay, Wisconsin  
6:30 p.m.

5. Update regarding a Request for Proposals (RFP) for Green Bay Metro paratransit service providers.

*(Note: Discussion under this item is in regard to the Paratransit Program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company.)*

C. Runge asked E. Fels to provide an update.

E. Fels stated that Green Bay Metro is in the process of accepting proposals for the provision of paratransit service. Proposals are due September 9, 2014.

S. Popp asked if Metro is expecting MV to submit a proposal.

E. Fels stated that Metro expects to receive a proposal from MV.

6. Round robin discussion about paratransit service.

*(Note: Discussion under this item is in regard to the Paratransit Program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company.)*

M. Schlautman asked if an onsite interview (at the Green Bay Metro offices) is required for paratransit certification.

E. Fels responded yes. She also noted that Metro offers each paratransit applicant a fare-free paratransit ride to and from Metro's offices for the onsite interview.

M. Schlautman asked why it is required.

E. Fels stated that it has been Metro's practice to do so with all applicants.

L. Conard added that this is Metro's policy because it is not uncommon for an applicant to arrive at the appointment driving a personal vehicle and walking unaided into the building. To certify an applicant, Metro staff needs to determine if the applicant truly meets the paratransit eligibility requirements or if the applicant is instead able to use a personal vehicle and/or the fixed route bus service.

J. Tetzlaff (CP Center) stated that the courtesy and patience of MV's drivers have improved significantly over the last several months, which makes CP clients feel better. MV drivers are handling difficult situations (e.g. client restroom and boarding delays) better than they did in the past. As a result, CP clients and their caregivers are now more patient with MV when service issues occur. The client transportation process, particularly high volume wheelchair pick-ups at the end of the day, is going well. J. Tetzlaff added that Vinny Caldera (MV's manager) has done a great job of responding to her concerns.

M. Schlautman asked about interpretive services available for Spanish and other non-English speaking individuals for Metro's onsite applicant interviews. M. Schlautman also asked about fixed route bus information in other languages.

E. Fels stated that Metro staff is not required to provide interpretive services for in-person applicant interviews. Metro does, however, provide route guides in Spanish.

Discussion occurred regarding federal Title VI and Americans with Disabilities Act (ADA) requirements.

L. Conard noted that Metro's service area meets the "Safe Harbor" threshold for Spanish speaking individuals. Metro does not meet the threshold for any other language. Therefore, Metro is required to provide the paratransit application in Spanish, which it does.

E. Fels stated that she will gather information regarding compliance and report back to the TCC.

7. Discussion and possible action regarding rescheduling the TCC's December 15, 2014, meeting.

C. Runge stated that the Aging and Disabilities Resource Center of Brown County has requested the next meeting of the TCC be rescheduled to accommodate the State 85.21 application schedule.

A motion was made by J. Tetzlaff, seconded by G. Maloney, to change the date of the next meeting to the date listed below. Motion carried.

**Monday, December 1, 2014**

Green Bay Metro Transportation Center  
901 University Avenue  
Green Bay, Wisconsin  
10:00 a.m.

8. Other matters.

*(Note: This discussion is in regard to Non-Emergency Medical Transportation (NEMT) provided by the State of Wisconsin Department of Human Services to qualifying Medicaid and BadgerCare Plus clients under contract with MTM, a private transportation brokerage.)*

S. Popp updated the TCC on the status of the Wisconsin State Legislature Legislative Audit Bureau's audit of MTM.

S. Popp stated that the Bureau has just concluded the consumer experience portion of the audit. S. Popp stated the Bureau plans on evaluating past practice (largely a county by county system with the use of some volunteers and paid providers) and if any cost efficiencies have been realized with the statewide brokerage system.

G. Maloney (Brown County Human Services Department) stated he was on the phone/on-hold with MTM on behalf of a client for one hour and twenty minutes on September 5, 2014, trying to arrange a ride to and from a dentist. During the first 45 minutes of the call, G. Maloney and the client answered questions from the MTM representative regarding the availability of other transportation options and trip details. After this information was collected, it took an additional 35 minutes for the MTM representative to find an available transportation provider for the client's trip.

This experience was discussed by the TCC members. Members of the TCC stated that their clients have had similar experiences with MTM. Many TCC members expressed that they believe this is a tactic used by MTM to persuade clients to give up and make other (non-MTM) transportation arrangements. This increases MTM's profits because the company gets to keep more of the money it receives through its contract with the Wisconsin Department of Health Services (DHS).

L. Conard asked S. Popp to provide the timeline for the completion of the audit.

S. Popp stated that the Bureau intends to finish the audit by December of 2014.

L. Conard asked if the audit was going to contain recommendations or if it was just a finding-of-fact audit.

S. Popp stated that she thinks it will be a finding-of-fact audit.

C. Runge asked S. Popp to send him a digital version of the audit if it is finished before the December 1, 2014, TCC meeting. If he receives it before the December 1 meeting, he will forward it to the TCC members so it can be discussed at the meeting.

C. Runge stated that the DHS's first attempt at a statewide brokerage system (with LogistiCare) failed. He then asked S. Popp if she believes the state will make a third attempt to establish a statewide brokerage system if MTM also fails.

S. Popp stated that she does not know what the state will do if MTM fails, but she believes the best brokerage model would be a regional one.

P. Finder-Stone suggested that the TCC send a letter to the Bureau and state legislators who represent Brown County that details the experiences of local MTM clients and their caregivers/representatives. The committee members agreed that this letter should be prepared and sent.

C. Runge stated he would prepare a letter on behalf of the TCC, but he requested that the committee members provide him with more than just anecdotal accounts of problems to mention in the letter.

C. Runge stated that if this letter is prepared and sent before the November election, he will copy the letter to the incumbents and their challengers to ensure that all of Brown County's state legislators are aware of these issues before the next legislative session begins.

9. Adjourn.

C. Runge closed the meeting at 11:05 a.m.

# AGENCY AGREEMENT

## DEPARTMENT OF TRANSPORTATION BUREAU OF AERONAUTICS Madison, Wisconsin

### AN AGREEMENT DESIGNATING THE SECRETARY OF TRANSPORTATION AS ITS AGENT

WHEREAS, Brown County, Wisconsin, hereinafter referred to as the Sponsor, desires to sponsor an airport development project to be constructed with federal aid and/or state aid, specifically, the Austin Straubel International Airport project to:

Reconstruct East and West General Aviation Aprons; Reconstruct Taxiway "A"; Reconstruct Taxiways "N1" and "N2"; Reconstruct Runway 6/24 (Pavement and Lighting); Relocate Air Traffic Control Tower (ATCT); Relocate Snow Removal Equipment (SRE) Storage Facility; Relocate Air Rescue and Fire Fighting (ARFF) Facility; Reconstruct/Expand Terminal Building Baggage Claim Wing; Purchase SRE (Loader and Plow Truck); Replace ARFF Vehicle; and any necessary related work.

WHEREAS, the Sponsor adopted a resolution on June 15, 2005, a copy of which is attached and the prescribed terms and conditions of which are fully incorporated into this agreement, designating the Secretary as its agent and requesting the Secretary to act as such as set forth in the resolution; and

WHEREAS, upon such request, the Secretary is authorized by law to act as agent for the Sponsor until financial closing of this project;

NOW THEREFORE, the Sponsor and the Secretary do mutually agree that the Secretary shall act as the Sponsor's agent in the matter of the airport development as provided by law and as set forth in the referenced resolution; provided, however, that the Secretary is not required to provide legal services to the Sponsor;

IN WITNESS WHEREOF, the authorized representatives of the parties have affixed their signatures and the seal of the parties.

WITNESS:

Brown County, Wisconsin  
Sponsor

\_\_\_\_\_  
Darlene K. Marcelle  
County Clerk

By:

\_\_\_\_\_  
Carol L. Kelso  
County Executive

.....  
By: SECRETARY OF TRANSPORTATION

\_\_\_\_\_  
David M. Greene, Director  
Bureau of Aeronautics

February 18, 2015

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentleman:

RESOLUTION PETITIONING THE SECRETARY OF TRANSPORTATION  
FOR AIRPORT IMPROVEMENT AID

WHEREAS, the said County of Brown, Brown County, Wisconsin, hereinafter referred to as the Sponsor, being a municipal Body Corporate of the State of Wisconsin, is authorized by law (sec. 114.11, Wis. Stats.) to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the Sponsor desires to develop or improve the Austin Straubel International Airport, Brown County, Wisconsin; and

WHEREAS, airport users have been consulted in formulation of the improvements included in this resolution; and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Chapter 114.33 (2) as amended, and a transcript of the hearing is transmitted with this petition.

THEREFORE, BE IT RESOLVED, by the Sponsor that a petition for Federal and (or) State Aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with Federal and/or State aid, in accordance with the applicable State and Federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a transport type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows:  
Reconstruct Taxiways; Reconstruct Air Carrier Apron and Auto Gate Replacement; Replace Precision Approach Path Indicators (PAPI) on Runways 6 and 36; Replace Runways 6/24 and 18/36 Distance Remaining Signs; Construct Apron and Connector Taxiway West of Runway

2a

18/36; Construct West Side Service Road; Expand East General Aviation Apron; Develop Airport GIS and Electronic Airport Layout Plan (e-ALP); Rehabilitate Public Auto Parking; Construct West Side Perimeter Road and Creek Crossing; Construct/Relocate Air Traffic Control Tower (ATCT); Construct Runway 36 Category II Instrument Landing System (CAT II ILS); Acquire Snow Removal Equipment; and any necessary related work.

3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the Sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the Sponsor by the Secretary; the Sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the Sponsor does not provide the same; and

WHEREAS, the Sponsor is required by law (sec. 114.32(5), Wis. Stats.) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

BE IT FURTHER RESOLVED, by the Sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contract, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interests in property by purchase, gift, lease, or eminent domain under Chapter 32 of the Wisconsin Statutes; and, to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules,

2a



and regulations relating to airport development projects.

BE IT FURTHER RESOLVED, the Sponsor requests that the Secretary provide, per Section 114.33(8)(a) of the Wis. Stats., that the Sponsor may acquire the required land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

BE IT FURTHER RESOLVED, that the Sponsor agrees to maintain and operate the airport in accordance with certain conditions established in Chapter Trans 55, Wisconsin Administrative Code, or in accordance with Sponsor assurances enumerated in a Federal Grant Agreement.

BE IT FURTHER RESOLVED THAT THE County Executive and County Clerk be authorized to sign and execute the Agency Agreement authorized by this Resolution.

Respectfully submitted,

PLANNING DEVELOPMENT AND  
TRANSPORTATION COMMITTEE

APPROVED BY:

\_\_\_\_\_  
Troy J. Streckenbach  
County Executive

\_\_\_\_\_  
Date

Submitted by: Airport

Final Draft Approved by Corporation Counsel

Fiscal Note: This resolution does not require an appropriation from the General Fund. Brown County is petitioning for Airport Improvement Aid.

#### CERTIFICATION

I, Sandra L. Juno, County Clerk of the County of Brown, Wisconsin, do hereby certify that the above is a true and correct copy of resolution number \_\_\_\_\_ adopted by the Brown County Board of Supervisors on February 18<sup>th</sup>, 2015 and approved by the County Executive.

\_\_\_\_\_  
Sandra L. Juno, County Clerk, Brown County, WI      DATE

2a

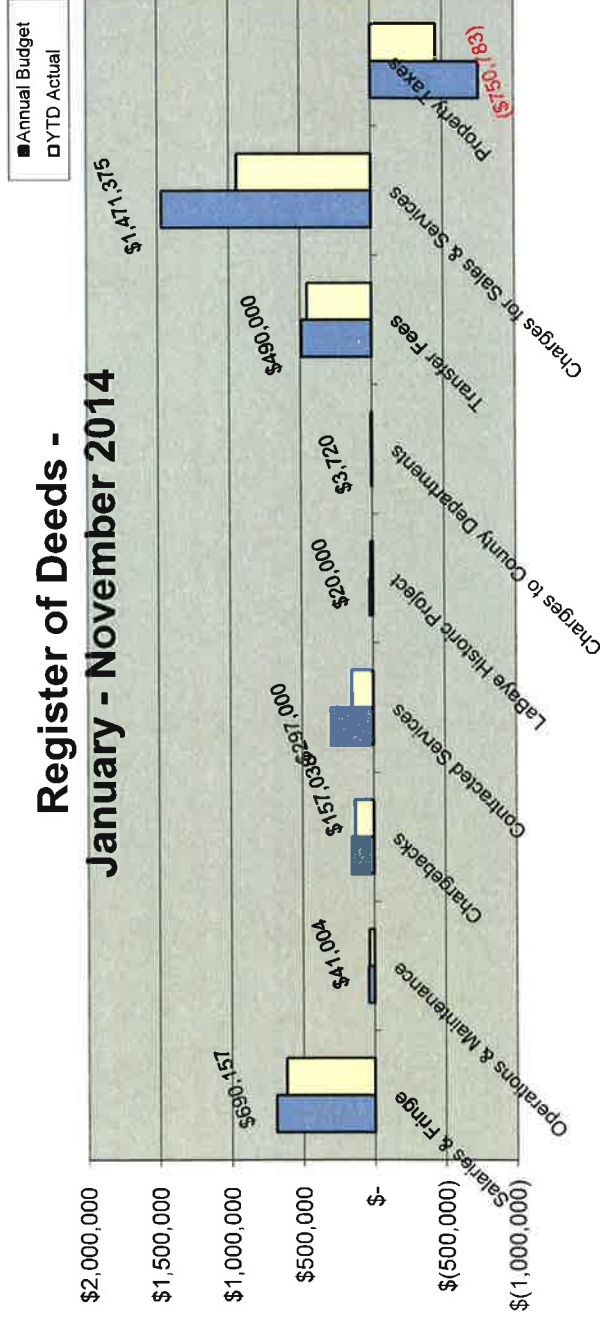
Brown County  
Register of Deeds  
Budget Status Report  
Jan - November 2014

	Annual Budget	YTD Actual
Salaries & Fringe	\$ 690,157 \$	618,045
Operations & Maintenance	\$ 41,004 \$	33,295
Chargebacks	\$ 157,038 \$	133,953
Contracted Services	\$ 297,000 \$	149,321
LaBaye Historic Project	\$ 20,000 \$	15,100
Charges to County Departments	\$ 3,720 \$	6,013
Transfer Fees	\$ 490,000 \$	452,488
Charges for Sales & Services	\$ 1,471,375 \$	942,919
Property Taxes	(\$750,783)	(\$451,705)

**HIGHLIGHTS:**

Revenues: Transfer fees on target. Revenue from recording real estate documents lower than anticipated. Expenses: contracted services reduced due to reduction in redaction fees.

**Register of Deeds -  
January - November 2014**



**Departmental Openings Summary**

**To: Oversight Committee**

**From: UW-Extension**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
LTE: Grounds Supervisor	9/23/2014	Seasonal	Fill	
LTE: 4-H Program Assistant	12/22/2014	Opportunity for full-time emp	Fill	
LTE: Garden Assistant	9/26/2014	Seasonal	Fill	
LTE: Horticulture Assistant	10/9/2014	Seasonal	Fill	
LTE: Invasive Species Coordin	12/20/2014	Seasonal	Fill	
LTE: Horticulture Grounds As	8/25/2014	Seasonal	Fill	
LTE: Invasive Species Aide	7/16/2014	Seasonal	Fill	
	9/27/2014			

Ex: Transfer, Wage, Working Conditions

	Annual Budget	YTD Actual	Percentage
Personnel costs	\$ 882,906	\$ 724,996	82.11%
Operating expenses	\$ 157,039	\$ 134,750	85.81%
Outlay	\$ -	\$ -	NA
Property taxes	\$ 257,563	\$ 236,099	91.67%
Intergovernmental revenue	\$ 407,053	\$ 346,226	85.06%
Public charges	\$ 50,300	\$ 36,228	72.02%
Miscellaneous revenue	\$ 33,667	\$ 33,827	100.48%
Other financing sources	\$ 291,362	\$ 196,750	67.53%

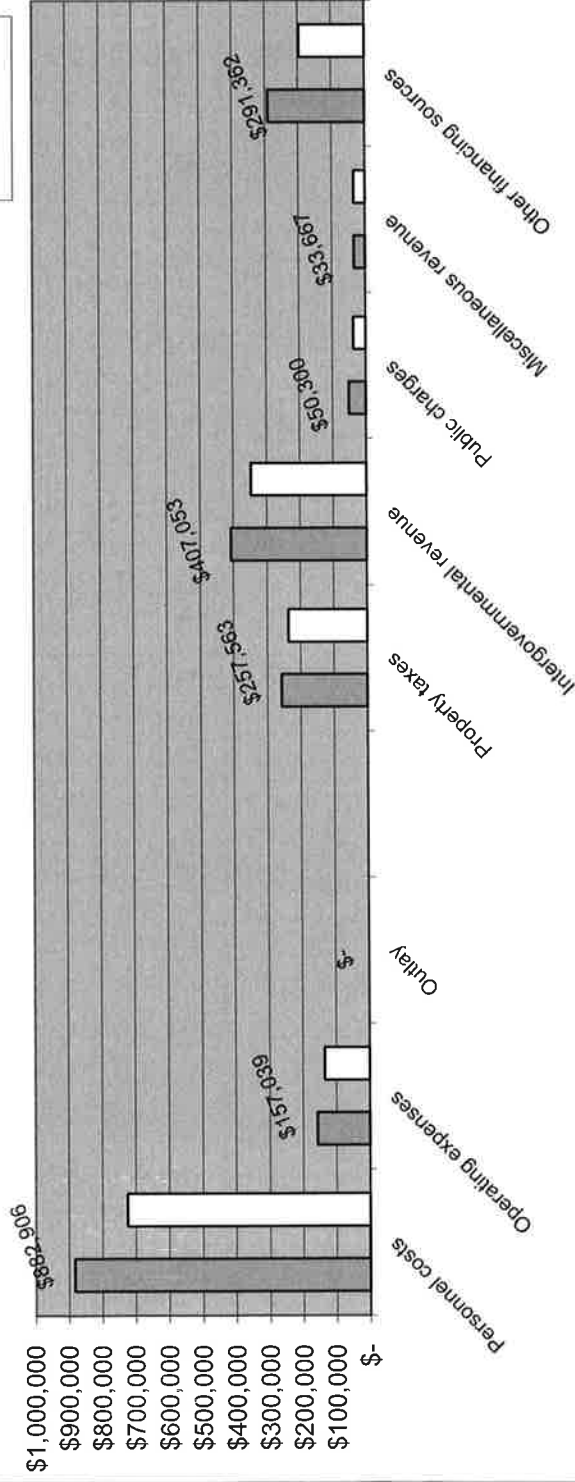
**HIGHLIGHTS:**

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

## Planning - November 30, 2014

■ Annual Budget  
□ YTD Actual



Brown County  
Property Listing  
Budget Status Report  
11/30/2014

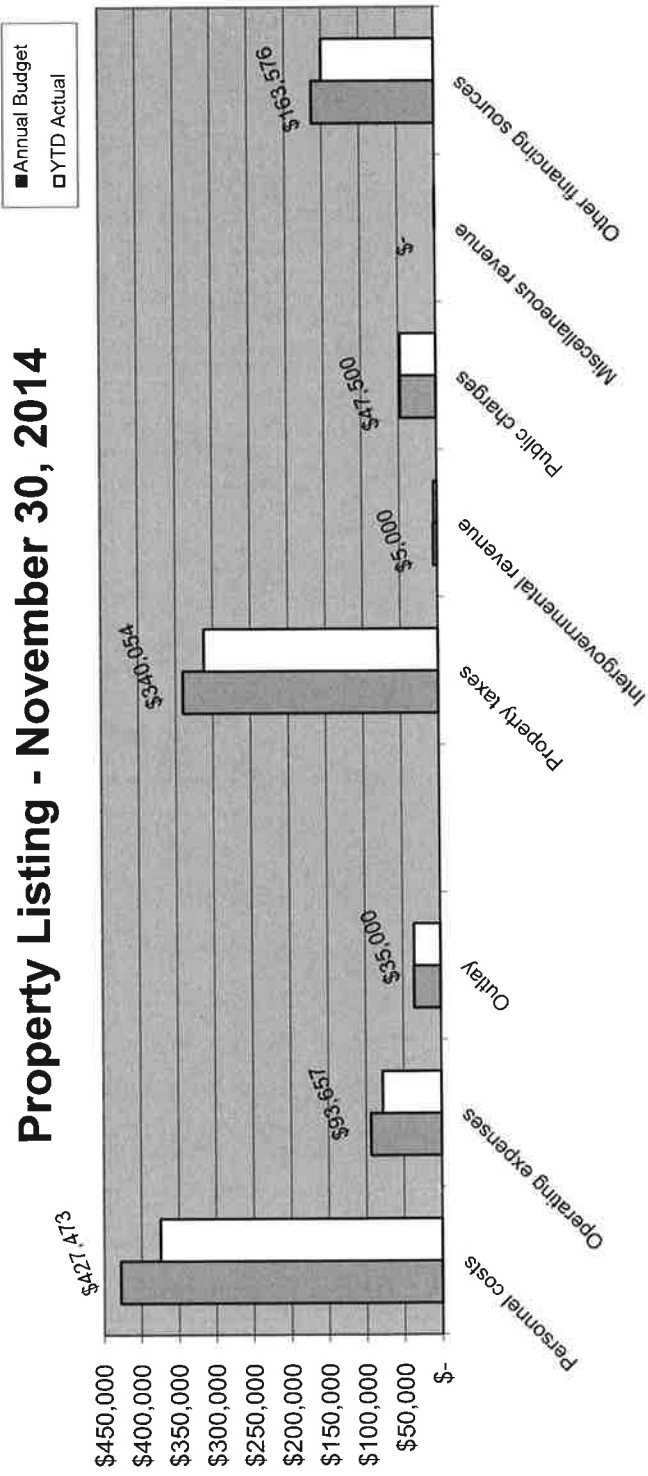
	Annual Budget	YTD Actual	Percentage
Personnel costs	\$ 427,473	\$ 374,336	87.57%
Operating expenses	\$ 93,657	\$ 77,612	82.87%
Outlay	\$ 35,000	\$ 34,707	99.16%
Property taxes	\$ 340,054	\$ 311,716	91.67%
Intergovernmental revenue	\$ 5,000	\$ 4,155	83.10%
Public charges	\$ 47,500	\$ 47,355	99.69%
Miscellaneous revenue	\$ -	\$ 27	NA
Other financing sources	\$ 163,576	\$ 149,945	91.67%

**HIGHLIGHTS:**

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

## Property Listing - November 30, 2014



11/30/2014

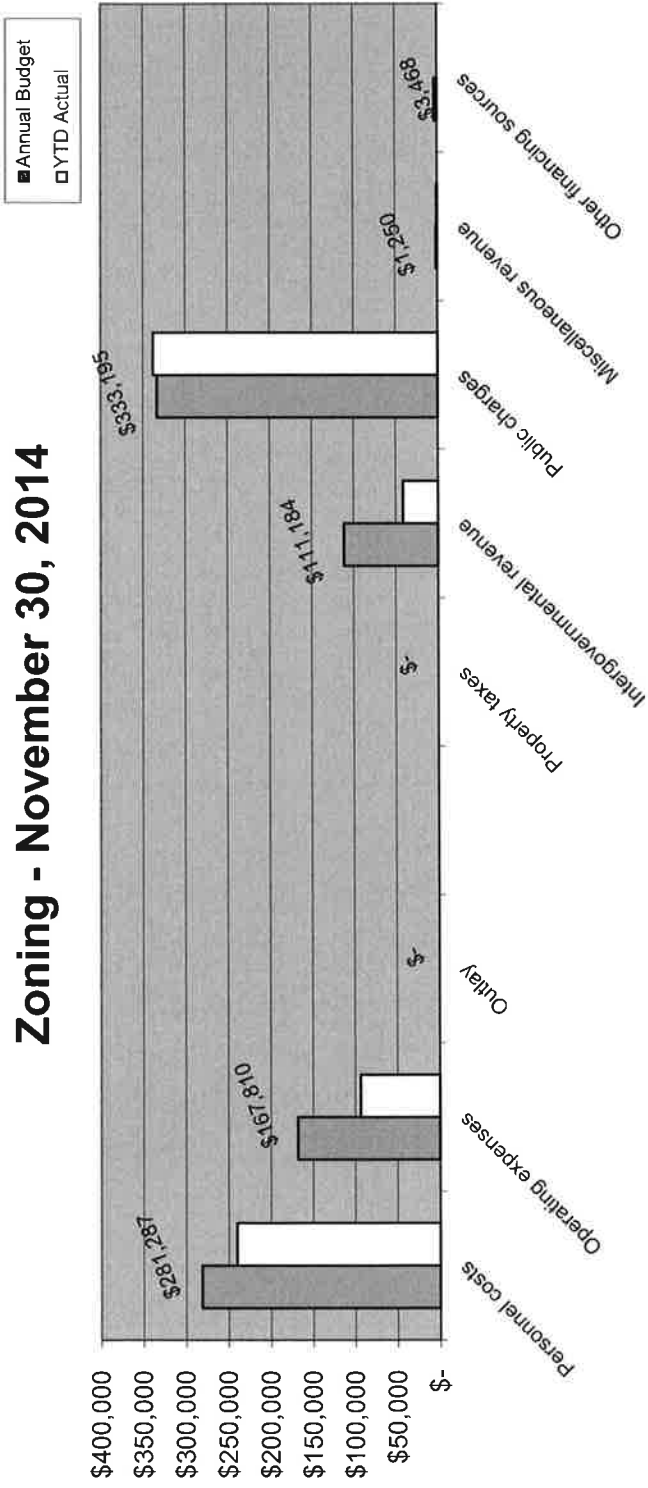
	Annual Budget	YTD Actual	Percentage
Personnel costs	\$ 281,287	\$ 240,142	85.37%
Operating expenses	\$ 167,810	\$ 93,371	55.64%
Outlay	\$ -	\$ -	NA
Property taxes	\$ -	\$ -	N/A
Intergovernmental revenue	\$ 111,184	\$ 41,275	37.12%
Public charges	\$ 333,195	\$ 337,617	101.33%
Miscellaneous revenue	\$ 1,250	\$ 500	40.00%
Other financing sources	\$ 3,468	\$ -	0.00%

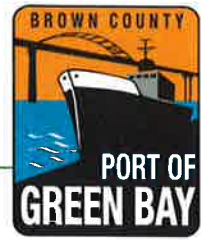
**HIGHLIGHTS:**

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges are progressing at our anticipated rate.

## Zoning - November 30, 2014





## Public Relations

### Business Outreach & Public Awareness Campaign

### Media Relations – Community Outreach Tactics

- A. Regular story pitch and / or news release development on the following topics:
- Economic stories:
    - The value the Port brings to the community and Northeast Wisconsin
    - Economic impact
    - Federal funding received
  - Environmental / sustainable stories:
    - Highlighting the beneficial reuse of dredged materials (when applicable)
    - Cat Island project/progress
    - Renard Island next steps, considerations from the county, etc.
  - General Port news:
    - First ship of the season
    - End of shipping season; progress reports
    - Monthly tonnage
    - Ice coverage
    - Water levels
  - Other
    - Plan development and messaging for possible use of Larsen Green land
- B. Social media
- Facebook used more for: Highlighting Terminal Operators, people who work along the port/waterways, community news (215 likes)
  - Twitter used more for: International reach; communication with other ports and professional organizations, media.(714 followers)
  - Revisit LinkedIn and work with the County to establish a Port Company page
  - Research use of other platforms that align with Port audience (Instagram, Tumblr, etc.)

### Port Stakeholder Survey

- Leverage information from the survey, when completed, to bring attention to the Port's business opportunities and importance to the community/region.

### Sponsorships/Community Events

- Create a stronger presence at community events through sponsorships:
  - Downtown Green Bay – Summer in the City
  - Chamber sponsorship (speaker, award, program, etc.)
  - Terminal Operator award at Symposium (sustainable, economic, etc.)
  - Discuss possibility of Port Day event (in conjunction with Downtown Green Bay, Inc.)

## **Media Relations – Business Outreach Tactics**

- A. Work with Dean to identify new business markets to target
- B. Develop effective messaging for each market that describes:
  - Current Port capabilities and opportunities
  - Benefits of utilizing the Port for transportation needs
  - Highlights Port Opportunities Study
- C. Review editorial calendars of local, state and national transportation, business and logistic publications as well as social media and online news outlets to be used for:
  - Monthly story pitches
  - News releases
  - Feature columns

Attention will focus on the main messages (business opportunities, Port capabilities and benefits of using waterborne transportation)
- D. Utilize social media, especially Twitter, to:
  - Promote the Port of Green Bay name and messaging
  - Serve as an expert source on various shipping and commerce topics
  - Grow interest from industry partners, media and potential business opportunities
- E. Fox River Cleanup Project Outreach
  - Additional outreach to business/property owners if necessary
- F. Trade show participation for 2015 regionally and locally
  - Regional**
    - To be determined by Port
  - Local**
    - New North Summit (December)
    - WEDA – exhibitor
    - Others to be determined by Port



<b>Publication &amp; Topic</b>	<b>2015 Date</b>
<b>The Milwaukee Biz Times</b>	
International Trade	May
Mid-year Economic Forecast	July
Manufacturing: Distribution & Logistics	October
<b>Insight On Business</b>	
Focus on Brown County	February
Transportation and Logistics	May
Focus on Green Bay	August
<b>Inbound Logistics</b>	
World Trade & Global Logistics (feature on Ports)	March
Third Party Logistics (feature on Ports)	July
Maritime/Intermodal/Rail	October
<b>Collective Impact (GB Chamber)</b>	
Workforce Development	Spring 2015
<b>AJOT</b>	
Inland Ports	February
<b>DC Velocity</b>	
Transportation Report on Maritime/Ports	April & November
<b>Great Lakes Seaway Review</b>	
Dredging	April-June
Business Development	Oct-Dec
**Guest editorials	
<b>AAPA</b>	
Using storytelling and outreach to tell the story of Ports	Spring 2015
<b>New North B2B</b>	
Transportation	March
Exporting	July

## **Advertising**

With communication today, it is advisable to reach target audiences on multiple levels; increasing audiences' exposure to your message and making a lasting impact. That is why **advertising** will also play a role in the business outreach and marketing efforts. Suggestions for advertising include:

### **Greenwood's Guide to Great Lakes Shipping 2016 edition**

The Port has placed an ad in this publication before and it's directly related to port business/operations.

### **Great Lakes Seaway Review Publication (twice a year)**

The Port has placed ads with this publication for several years and would like to keep its involvement going. This is a natural fit for the Port as this publication serves as an advocate for the Great Lakes / St. Lawrence Seaway system. They reach an audience of 33,000 on a quarterly basis and their readership consists of freight forwarders, export management companies and port executives.

### **Green Bay Chamber Fact Book 2016 edition**

The Port has placed an ad in this publication before and distributed annually by the Chamber.

### **The Business News**

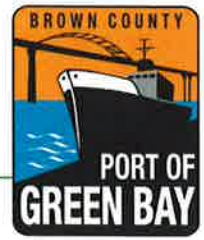
The Business News is a great vehicle to reach regional business leaders and company decision makers. Circulation is 10,700 for the Northeast issue and 6,000 for the North Central issue.

### **New North B2B**

Monthly, business to business publication used by business owners, executives and agency and government leaders active in the business community on a daily basis. Circulation is 5,173 and covers Green Bay, Fox Cities, Oshkosh and Fond du Lac.

## Cost Estimate

### Port of Green Bay Communications Plan – 2015 DRAFT



#### Public Relations

This includes:

- Media Relations – Business and Community
- Social media
- Stakeholder / community outreach

*(Does not include sponsorship costs; these are outlined separately below)*

**TOTAL Business & Community Outreach: \$20,000 over 12 months.**

#### Advertising

##### **Port Video**

Estimate range from NorthCoast Productions

**Total: \$5,500** (this is a general figure, final cost has not been agreed to)

*At cost, no markup*

**TOTAL Video: \$5,500**

##### **Display Advertising**

##### **The Business News (local, regional)**

Ads in the Northeast and North Central editions

**Total: \$4,950 – PAID IN 2014**

*At cost, no markup*

##### **New North B2B**

2 total ads (1/4 page)

Dates: April and July

**Total: \$660** (assuming going with RR on a total of four ads – two for each area)

##### **Green Bay Chamber Fact Book - 2016**

1 total ad – **suggesting reducing to a ¼ page ad**

Date: TBD

**Total: \$1,000**

##### **Greenwoods Guide**

1 total ad

Date: TBD

**Total: \$1,000**

*At cost, no markup*

**Great Lakes Seaway Review Publication (Great Lakes / St. Lawrence Seaway)**

2 total ads (1/2 page)

Date: January/March & July/September issues

**TOTAL: \$2,700**

*At cost, no markup*

**TOTAL Advertising: \$5,360**

**Sponsorships / Community Involvement**

**Downtown Green Bay, Inc. Summer in the City 2015 sponsorship OR Development of new Port related event**

Summer in the City sponsorship includes the Port's logo in print ads, radio mentions, banner display, website links, name features on text messages, Facebook mentions and public announcements at various Downtown Green Bay summer events like Fridays on the Fox and Dine on the Deck.

The Port participated in this program last year and received a lot of exposure and interaction with the community for very little investment.

An alternate idea the Port will be exploring is working with Downtown Green Bay, Inc. to create a community Port Day that could feature tours of a ship, information booths and giveaways.

**TOTAL: \$2,540**

*At cost, no markup*

**Giveaway**

Ship USB drive (2G)

American Society of Transportation & Logistics

Qty: 300 plus overseas shipping costs

**Total:**

\$1,600

**TOTAL Sponsorship/Community Involvement: \$4,140**

***Grand Total 2015 Communications Plan: \$35,000***

## Brown County Resource Recovery – Communications Strategy 2015 DRAFT

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### Introduction

Leonard & Finco is suggesting several initiatives that include a continuation of initial efforts along with the implementation of several additional service focus areas to create a more well-rounded communications plan. 2015 focus areas include:

### Service Focus Areas

#### 2015 Service Area Priorities:

1. *Expanded plastics/cartons*
2. *HHW – focus on VSQG*
3. *Organics drop off program*
4. *Resource Recovery Park (if applicable)*
5. *Recycling compactor and building expansion (when completed, tentatively July, 2015)*

#### Other Service Areas:

- **Recycling**
  - Continued education (Why recycle? What can be recycled?)
  - Recycling hierarchy (Reduce, reuse, recycle, compost, etc.)
- **Household Hazardous Waste**
  - Continued education (What can be brought in)
  - What happens to materials collected
  - Electronics Recycling
  - Free Product Exchange room
  - VSQGs – increase awareness of this service to small businesses
- **Other Services**
  - Continued promotion of ***What Do I Do With...?*** area of website that covers:
    - Shingles and Construction & Demolition materials
    - Tires
    - Batteries
    - Bulk items like lawnmowers, snow blowers, vacuums, trailers, etc.
- **General**
  - BOW (news and updates)
  - Adding virtual tours of Resource Recovery to website (including: Recycling center, MRF, landfills, transfer station, etc.)

### Communications Focus Areas

- **Community Perceptions (continued into 2015)**

L&F is suggesting to conduct an online community survey to determine what the public knows about the various Resource Recovery programs and benefits, enlisting the assistance of the Chamber of Commerce and other community organizations to help distribute and promote the survey. This research will provide valuable insights and help refine and shape messaging and themes for each area.

- **Meeting with Stakeholders**

L&F will work with Resource Recovery to facilitate a meeting with partners to go over changes and updates to recycling so all municipalities are on the same page. In addition, we will conduct ongoing education (reminder emails, postcards, etc.) throughout the year.

- **Media Outreach**

Media outreach can be done using various forms of media depending on the topic and audience. Outreach can include:

- Column development and placement
- News release development and placement
- Media alerts
- Community Calendar listings for events
- Social media outreach

- **Social Media Management**

Resource Recovery is on social media via Facebook, Twitter and Pinterest. Messages are posted on a consistent basis. L&F will work with Resource Recovery and the county to establish a company page on LinkedIn and explore other social media outlets that may align with Resource Recovery's target audience.

## **Target Audiences**

- General public
- Media
- Educational organizations
- Elected officials
- Community organizations
- Northeast Wisconsin businesses
- Northeast Wisconsin professional associations/organizations
- Community stakeholders/ municipal partners

## **Miscellaneous**

- **Resource Recovery Logo Development**

Since there are several services offered under Resource Recovery, it is important to establish one identity that resonates with the community. A unified logo can be a good step in establishing Resource Recovery's brand.

## 2015 Possible Story/Column topics

Month	Topic
January	How a family can reduce their waste stream
February	Most common recycling myths busted
March	How to start an office recycling program
April	Earth Day
May	Spring cleaning the garage (or attic, basement, etc.)
June	<ul style="list-style-type: none"><li>- Composting/organics</li><li>- Moving</li></ul>
July	Reducing waste during the summer (festivals, road trips, etc.)
August	<ul style="list-style-type: none"><li>- Scope of services offered by Resource Recovery for County Use</li><li>- Getting ready for college: what to keep and what to recycle</li></ul>
September	<ul style="list-style-type: none"><li>- Back to school</li><li>- Getting rid of hazardous waste properly</li></ul>
October	<ul style="list-style-type: none"><li>- HHW Awareness week</li><li>- Fall composting</li></ul>
November	Avoiding holiday waste (food, wrapping, unwanted items)
December	Holiday overflow (what to do with cardboard, wrapping paper, holiday cards, etc.)

## **Advertising**

### **The Business News**

The Business News is a great vehicle to reach regional business leaders and company decision makers. Circulation is 10,700 for the Northeast issue and 6,000 for the North Central issue. Resource Recovery placed ads in this publication last year.

### **New North B2B**

Monthly, business to business publication used by business owners, executives and agency and government leaders active in the business community on a daily business. Circulation is 5,173 and covers Green Bay, Fox Cities, Oshkosh and Fond du Lac.

**See the following page for cost breakdown.**



## **Cost Estimate Resource Recovery Communications Plan - 2015**

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### **Public Relations**

This includes:

- Media Relations – Business and Community
- Social media

For all Service Areas highlighted above and

- Community perceptions survey
- Stakeholder communications

**TOTAL Outreach: \$12,000 over 12 months**

### **Advertising**

#### **The Business News**

1 ad per quarter (total of 4) in NE issue

¼ page ad

\$625 per ad (less 10% discount for paying all up front)

**Total: \$2,250**

#### **New North B2B**

2 ads placed (Dates: TBA)

¼ page ad

\$330 per ad

**Total: \$660**

#### **Miscellaneous Advertising Opportunities (TBA)**

**Total: \$90**

**TOTAL Advertising: \$3,000**

***Grand Total 2015 Communications Plan: \$15,000***

## PORT & RESOURCE RECOVERY DEPARTMENT

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

PORT AND RESOURCE RECOVERY DEPARTMENT

DEAN HAEN



## PORT SHIPPING SEASON TOPS TONNAGE GOAL

*Officials are optimistic about 2015*

### FOR IMMEDIATE RELEASE

**January 13, 2015**

**(Green Bay)** – It was another successful year for the [Port of Green Bay](#). The Port closed the 2014 shipping season surpassing its goal of 2 million metric tons of cargo, edging out 2013 totals. Overall, a total of 2.3 million metric tons of material were imported and exported during the shipping season, an increase of 3 percent from 2013.

Reaching beyond the 2 million mark in tonnage was accomplished by several significant material increases. "Shipments of petroleum coke increased by 130 percent; its highest level in 15 years," said Dean Haen, Port and Resource Recovery director. "Limestone tonnage also increased for the third consecutive year and surpassed 700,000 metric tons for the second time in Port history."

Haen says that while seeing increased numbers is always good, the successful season makes an even more important statement. "This shows that using waterborne transportation continues to be a valuable asset to businesses," Haen said. "Businesses are looking for transportation options that are safe, fast and cost effective and the Port of Green Bay has been able to demonstrate that time and again."

Other successes of the 2014 season include a 46 percent increase in shipping petroleum products including ethanol, diesel and gasoline, continuing the growth of terminal operator U.S. Venture's waterborne transportation business. In addition, the Port also handled the natural gas boiler for Georgia-Pacific in December, one of the more unique movements of project cargo carried for the Port of Green Bay.

**(MORE)**

The 2014 shipping season saw many accomplishments for the Port and Haen says he's optimistic about what 2015 will bring. "The economy is gaining strength every day so I'm confident we will again be able to hit our 2 million tonnage goal," Haen said. "That being said, we do anticipate coal movements to decrease by 24 - 40 percent due in part to Georgia-Pacific's new boiler which runs on natural gas, not traditional coal. But we also saw new cargo this year like sand and aluminum components so I'm confident we will find that balance to remain strong."

Overall, Haen says our area is fortunate to have a port that can help businesses thrive, support hundreds of jobs and impact the area economy. "We can offer businesses a competitive edge when it comes to transportation needs that other cities can't because of the Port," Haen said. "I'm confident the Port will remain a valuable resource because it can meet today's market demands and has potential to draw new business to the area."

The Port of Green Bay has 15 active terminal operators involved in shipping commodities:

- ACE Marine LLC
- C. Reiss Coal Company
- Construction Resources Management
- Flint Hills Resources
- Fox River Dock Company
- Georgia-Pacific Corporation
- Graymont
- Great Lakes Calcium Corporation
- KK Integrated Logistics, Inc.
- Lafarge North America
- Noble Petro Inc
- RGL
- Sanimax
- St. Mary's Cement Company
- US Venture

For more information on the Port, visit [www.portofgreenbay.com](http://www.portofgreenbay.com) or Twitter @PortofGreenBay.

###

**Media Contacts:**

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Leonard & Finco Public Relations  
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[kpaquet@LFpublicrelations.com](mailto:kpaquet@LFpublicrelations.com)  
[www.LFpublicrelations.com](http://www.LFpublicrelations.com)

Dean Haen, Director  
Port & Resource Recovery Director  
(920) 492-4953  
[www.portofgreenbay.com](http://www.portofgreenbay.com)

DEC

## BROWN COUNTY PORT &amp; RESOURCE RECOVERY DEPARTMENT

BROWN COUNTY HARBOR COMMISSION

2561 South Broadway

Green Bay, WI 54304

920-492-4950

## DECEMBER 2014 TONNAGE

CARGO	DECEMBER 2013	DECEMBER 2014	YTD 2013	YTD 2014	YTD % Change
<b>DOMESTICS Inbound:</b>					
Calcium Chloride - Liquid Bulk	0	0	0	0	NA
Cement	11,993	17,691	279,065	236,010	-15%
Coal	70,185	108,524	654,112	593,368	-9%
Fuel Oil	0	0	0	0	NA
Gypsum	0	0	5,041	5,017	0%
Limestone	60,128	41,420	702,972	736,257	5%
Liquid Asphalt	0	0	7,150	3,778	-47%
Petroleum Coke	0	15,526	61,195	140,669	130%
Pig Iron	0	0	0	8,966	NA
U.S. Salt	0	0	112,402	146,455	30%
<b>TOTAL DOMESTIC</b>	<b>142,306</b>	<b>183,161</b>	<b>1,821,937</b>	<b>1,870,520</b>	<b>3%</b>
<b>FOREIGN IMPORTS</b>					
Asphalt	0	0	0	0	NA
Cement	0	0	0	0	NA
Coal	0	0	0	5,568	NA
Fuel Oil	0	0	0	0	NA
Petroleum Products	0	5,731	17,367	16,960	-2%
Heavy Equipment	0	0	0	0	NA
Limestone	0	0	0	8,784	NA
Pig Iron	0	0	9,638	0	-100%
Project Cargo	0	180	0	180	100%
Salt	0	0	260,067	226,300	-13%
Wood Pulp / Forest Products	0	0	0	0	NA
<b>TOTAL IMPORTS</b>	<b>0</b>	<b>5,911</b>	<b>287,072</b>	<b>257,792</b>	<b>-10%</b>
<b>DOMESTIC EXPORTS</b>					
Ash	0	0	9,438	0	-100%
Petroleum Products	0	15,960	28,439	69,358	144%
Pig Iron	0	0	0	0	NA
Project Cargo	0	64	0	77	100%
Sand	5,000	0	5,000	10,528	111%
Steel	0	0	0	0	NA
Stone	0	0	0	0	NA
<b>TOTAL DOMESTIC EXPORTS</b>	<b>5,000</b>	<b>16,024</b>	<b>42,877</b>	<b>79,964</b>	<b>86%</b>
<b>FOREIGN EXPORTS</b>					
Petroleum Products	7,934	0	82,013	99,070	21%
Tallow	0	0	0	0	NA
<b>TOTAL EXPORTS</b>	<b>7,934</b>	<b>0</b>	<b>82,013</b>	<b>99,070</b>	<b>21%</b>
<b>GRAND TOTAL</b>	<b>155,241</b>	<b>205,096</b>	<b>2,233,899</b>	<b>2,307,346</b>	<b>3%</b>
<b>VESSEL COMPARISON</b>					
Lakers	12	16	157	172	10%
U.S. International	0	0	0	0	NA
Foreign	1	1	7	2	-71%
Canada	0	0	19	17	-11%
<b>TOTALS</b>	<b>13</b>	<b>17</b>	<b>183</b>	<b>191</b>	<b>4%</b>

\*NOTE: Tonnages shown are in metric tons

# **Port and Resource Recovery Department**

## **Director's Report**

### **January 26, 2015**

#### **Recycling Compactor and Building Expansion –**

Date	Activity
1/19 and 1/26/15	Advertised last two weeks of January
1/29/15	Mandatory Site Visit
2/2/15	Questions Due
2/10/15	Bid Due
2/16/15	Solid Waste Board
2/23/15	Planning, Development and Transportation
3/18/15	County Board
4/6/15	Award
5/1/15	Project construction begins
6/30/15	Completion

**Cat Island Project** – All construction is completed. Amendment to the Project Partnership Agreement is being negotiated to include the off-loading feature. WDOT HAP grant close out will be completed by December 31, 2015.

**Renard Island** - Michael, Best and Friedrich, LLC determined that causeway chapter 30 is irrevocable and a legislative lakebed grant is unnecessary. Forwarded opinion to the Corps. Permanent easement across Sauk Road is still unresolved with the City. City wants full control by requiring approvals and revocability. Federal work on causeway is completed. Brown County work to occur in February. Project closure reports being prepared.

**Environmental Dredging in the Port Area** - The Fox River Clean-up is proposing additional caps since the public meetings in November. New maps have been forwarded to riparian owners. Staff surveyed affected riparian owners and is drafting a letter to EPA and DNR in opposition to all caps in the Green Bay Harbor.

**South Landfill/Resource Recovery Park Project** - Effort will be completed in March. Technical memos are being completed.

**Daylight Restrictions by Western Pilots** – Staff learned from meetings with ship agents and freight forwarders in Chicago during the Fall that the Western Pilots Association has a daylight restriction on foreign vessels moving through the port while domestic and Canadian captains do not. This is significant additional cost of doing business. Phone and written communication to the pilots and Coast Guard has occurred. Coast Guard is engaged and supports eliminating the daylight restriction.

**Open Position From  
Port and Resource Recovery Department  
Jan-15**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Clerk/Typist II	1/23/2015	Transfer	Fill	

Ex: Transfer, Wage, Working  
Conditions

February 18, 2015

**AN ORDINANCE CREATING SECTION 348.0001 OF THE BROWN COUNTY CODE**  
**UNDER CHAPTER 340 TO 348 ENTITLED "TRAFFIC"**  
**REGARDING THE LENGTH AND WIDTH LIMITS**  
**FOR AGRICULTURAL COMMERCIAL VEHICLES**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF BROWN DOES ORDAIN  
AS FOLLOWS:

**Section 1** - Section 348.0001 of the Brown County Code entitled, "Agricultural Commercial Vehicle Length and Width Limits", is hereby created as follows:

- (1) **Agricultural Commercial Vehicle Length and Width Limits.** (a) Pursuant to Sec. 348.27 (19)(b) 5.a. of Wisconsin State Statutes, implements of husbandry (IoH) and agricultural commercial motor vehicles as defined by Chapter 340 of Wisconsin Statutes may exceed any length and weight limits imposed by Chapter 348 of Wisconsin Statutes, for roads under Brown County's jurisdiction, subject to seasonal and special posting restrictions.
- (b) **Penalty.** Any violation of a requirement for a permit as a result of seasonal or special posting shall be subject to the following: Each incident or each day of a violation is a separate offense and any violation of this section is subject to a forfeiture of not less than \$10 nor more than \$20 for the first offense and not less than \$25 nor more than \$50 for the second and subsequent conviction within one year.
- (2) **Injury to Roadways.** Nothing in this ordinance shall operate to prevent the enforcement of any state statutes including but not limited to §§86.02 or 86.021 pertaining to injury to the highway, including by oversize or overweight loads on the roadway, and shall be subject to penalties listed under said respective statute.

**Section 2** - This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

---

PLANNING, DEVELOPMENT &  
TRANSPORTATION

*Fiscal Note: This Ordinance does not require an appropriation from the General Fund.*

Approved By:

\_\_\_\_\_  
COUNTY EXECUTIVE (Date)

\_\_\_\_\_  
COUNTY CLERK (Date)

\_\_\_\_\_  
COUNTY BOARD CHAIR (Date)

Authored by: Public Works - Highway Division

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
SIEBER	1			
DE WANE	2			
NICHOLSON	3			
HOYER	4			
GRUSZYNSKI	5			
HAEFS	6			
ERICKSON	7			
ZIMA	8			
EVANS	9			
VANDER LEEST	10			
BUCKLEY	11			
LANDWEHR	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
KATERS	15			
KASTER	16			
VAN DYKE	17			
JAMIR	18			
ROBINSON	19			
CLANCY	20			
CAMPBELL	21			
MOYNIHAN, JR	22			
STEFFEN	23			
SCHADEWALD	24			
LUND	25			
FEWELL	26			

Total Votes Cast \_\_\_\_\_

Motion: Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_



PUBLIC WORKS DEPARTMENT

*Brown County*

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 662-2160 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us

PAUL H. VAN NOIE  
DIRECTOR

Meeting: Planning, Development & Transportation Committee  
Meeting Date: 1/26/15  
Public Works Report

REPORT TO: PD&T Committee Members  
Bernie Erickson, Chair  
Dave Kaster, Vice Chair  
Dave Landwehr  
Norb Dantinne  
Tom Sieber

REPORT FROM: Paul Fontecchio  
Interim Highway Commissioner

AGENDA ITEM: Ordinance Totally Opting Out of loH Length and Width Limits for  
Agricultural Commercial Vehicles

ACTION REQUESTED: Approve Ordinance

ISSUE: The 2013 Wisconsin Act 377, enacted in April 2014, sets weight and length limits for Implements of Husbandry (IoH) and Agricultural Commercial Motor Vehicles (Ag CMV), with specific exemptions, especially in regards to Category B IoH. It also allows local government officials to pass resolutions or ordinances regarding the maximum gross vehicle and axle weight limits for Implements of Husbandry (IoH) and Agricultural Commercial Motor Vehicles (Ag CMVs) operating upon roads under their jurisdiction. Brown County needs to adopt a policy or ordinance regarding the implementation of this Act.

BACKGROUND INFORMATION: See Attached. For more information watch the following Wisconsin DOT training videos:

<https://www.youtube.com/watch?v=B8dLPUyK14E>

<https://www.youtube.com/watch?v=cVDVsTt6ou8>

RECOMMENDATION ACTION BY COMMITTEE: The Public Works Department recommends Option B – the Total Opt Out option under Section 348.27(19)(b)5.a. of the Wisconsin State Statutes and the approval of the proposed ordinance. The County Highway system is one of the best systems of roadways for IoH and Ag CMV vehicles to use. By law these vehicles are not permitted on Interstate systems and State Highways typically have higher traffic volumes and speeds making them not as safe to be utilized by slow moving larger agricultural equipment. The local roads (Towns and Villages) are typically not structurally designed for the weight or width of these vehicles. By following the opt out option (Option B) Brown County Public Works will not need to issue permits for these vehicles.

ALTERNATIVES: There are five other options that can be utilized – Options A, and C thru F per the attachment.

FISCAL IMPACT:

- |                              |     |
|------------------------------|-----|
| 1. Is there a fiscal impact? | No. |
| 2. Is it currently budgeted? | No. |
| 3. If budgeted, which line?  | N/A |
| 4. Amount?                   | N/A |

SUPPORTING INFORMATION:

See Attached.

## ACT 377 – Local Government Options

Below is a summary of options local governments may take to govern loH and AG CMV operation on their roads. Note:

Category B must be given route – but may include conditions for operation.  
Permits may not be given to exceed limits on posted bridges.

Options		Action	Communication	Permit	Result
<b>A</b>	<b>Posting Approach</b> (§349.16)	Post roads limiting weight below 23K/92K/Wt Table	No publication required – but roads must be posted	Must respond to permit applications	Could post notice giving commodities/vehicles exemptions (e.g. milk trucks and Category B). §349.16 (3)
<b>B</b>	<b>Total Opt Out</b> §348.27 (19)5.a.	No weight or length limit on any jurisdiction road for loH or Ag CMVs	Must pass and post/publish ordinance or resolution. Also posted on DOT website.	No permits necessary	loH or Ag CMVs of any weight or length can run on roads subject to seasonal and special postings
<b>C</b>	<b>Partial Opt Out I</b>	Sets weight limit above 23K/92K/Wt Table on all roads under jurisdiction	Must pass and post/publish ordinance or resolution. Also posted on DOT website.	Must respond to permit applications	loH or Ag CMVs can run up to set limits without permit subject to seasonal and special postings
<b>D</b>	<b>Partial Opt Out II</b> §348.27 (19)5.c.	Designates roads for over-weight/over-length loH and Ag CMVs	Must pass and post/publish ordinance or resolution. Also posted on DOT website.	Must respond to permit applications	loH or Ag CMVs can run up to set limits on designated roads without permit subject to seasonal and special postings
<b>E</b>	<b>Opt In</b> §348.15 (9)(f)2.a. State highways fall into this category	Pass ordinance requiring Category B and all loH/Ag CMVs to follow 23K/92K/Wt Table	Must pass and post/publish ordinance or resolution. Also posted on DOT website.  State Highway operate like this per 348.15 (9)(f)3	Must respond to permit applications	loH and Ag CMVs must apply for permit to exceed 23K/92K/Wt Table
<b>F</b>	<b>Abides by Act 377</b>	No special action taken – 23K/92K/Table governs loH and Ag CMVs – except Category B (no axle limit/ 92K GVW)	No publishing required	Must respond to permit applications	loH and Ag CMVs must apply for permit to exceed 23K/92K/Wt Table; Category B must apply for permit to exceed 92K GVW

## **BROWN COUNTY PUBLIC WORKS DEPARTMENT**

Management Discussion and Analysis of Operations

Period Ended 11/30/2014

### **Summary of the Operations for Public Works**

The Public Works Department is performing better than anticipated with positive variances in most areas.

### **HIGHWAY DIVISION:**

**General:** The Highway Division is showing a net positive year-to-date variance of \$453,527 between the 660 & 240 Funds.

#### **660 - Highway Operational Fund:**

As of month-end November 2014, the Operational Fund is showing a positive year-to-date variance of \$148,577.

As of month-end November 2014, "Intergovernmental Revenues" has a positive year-to-date variance of \$564,697. This positive year-to-date variance is primarily due to the heavy winter 2013/2014 season.

"Miscellaneous Revenue" has a negative year-to-date variance of \$5,068,177 and is off-set by related reduction in expenses of \$4,867,618. The primary reason for Miscellaneous Revenue being down is due to our Capital Projects, whereby activity is still lower than anticipated. Pushing the construction of Project GV-10 to 2015 is also adding to this variance.

#### **240 - County Maintenance & Bridge Aid Fund:**

As of month-end November, the County Maintenance and Bridge Aid Fund has a positive year-to-date variance of \$304,949. This is primarily attributed to Bridge Aid expenses being less than anticipated as the amount is evenly budgeted throughout the year and only a small amount of expenses were incurred thru November. County Trunk Highway Maintenance expenses have a year-to-date positive variance of \$217,055 primarily from the summer maintenance activities being lower than anticipated.

#### **400s - Capital Projects:**

For the Highway's Capital Project Funds, we are anticipating a fund increase of \$119,162.55, which is primarily attributable to the savings from the projects completed in 2013. Public Works intends to apply \$118K of the savings to future projects to lessen future levy and bonding requirements. \$102K of savings is earmarked in the 2015 budget to transfer out to Debt Service to assist in bond payments lowering their levy required to do so.

Attached are the November 2014 Budget-to-Actual comparisons for the Highway Division of Public Works. Also, please find the Financial Summary for Road Maintenance through November 30, 2014.

**BROWN COUNTY PUBLIC WORKS DEPARTMENT  
HIGHWAY FINANCIAL SUMMARY  
Month Ending November 30, 2014**

**660 Highway Operating Fund**

	Nov 2014 Budget	Nov 2014 Actual	Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget	YTD Actual	Percentage
Intergovernmental Revenue	280,886.85	336,893	56,006	3,240,692	3,805,389	564,697	3,535,300	3,805,389	108%
Public Charges	3,099	18,166	15,067	35,750	87,594	51,844	39,000	87,594	225%
Miscellaneous Revenue	943,112	951,898	8,786	21,006,080	15,937,903	(5,068,177)	22,299,336	15,937,903	71%
Other Financing Sources-Trans	-	-	-	-	-	-	-	-	#DIV/0!
<b>Total Revenues</b>	<b>1,227,097</b>	<b>1,306,956</b>	<b>79,859</b>	<b>24,282,522</b>	<b>19,830,886</b>	<b>(4,451,636)</b>	<b>25,873,636</b>	<b>19,830,886</b>	<b>77%</b>
Personnel Cost	595,582	551,666	(43,916)	6,551,400	6,821,527	270,127	7,146,982	6,821,527	95%
Operating Expenses	767,087	982,145	215,058	17,152,032	12,284,414	(4,867,618)	18,137,329	12,284,414	68%
Interdepartmental Charges	33,588	34,257	669	369,464	366,741	(2,723)	403,052	366,741	91%
Other Financing Uses-Trans	-	-	-	-	-	-	-	-	0%
<b>Total Expenses</b>	<b>1,396,257</b>	<b>1,568,069</b>	<b>171,812</b>	<b>24,072,896</b>	<b>19,472,683</b>	<b>(4,600,213)</b>	<b>25,687,363</b>	<b>19,472,683</b>	<b>76%</b>
Property Taxes	-	-	-	-	-	-	-	-	0%
Increase (Use) of Fund Balance	(169,160)	(261,112)	(91,952)	209,625	358,203	148,577	186,273	358,203	

**240 County Mait & Bridge Aid Fund**

	Nov 2014 Budget	Nov 2014 Actual	Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget	YTD Actual	Percentage
Intergovernmental Revenue	-	-	-	4,187,811	4,193,095	5,284	4,187,811	4,193,095	100%
Property Taxes	15,000	15,000	-	165,000	165,000	-	180,000	165,000	92%
<b>Total Revenues</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>4,352,811</b>	<b>4,358,095</b>	<b>5,284</b>	<b>4,367,811</b>	<b>4,358,095</b>	<b>100%</b>
CTH Maintenance	371,923	323,950	(47,973)	3,509,321	3,292,266	(217,055)	3,985,800	3,292,266	83%
Bridge Aid & Hwy Construction	31,637	3,153	(28,484)	348,009	265,399	(82,610)	379,646	265,399	70%
Transfer Out	-	-	-	-	-	-	-	-	#DIV/0!
<b>Total Expenses</b>	<b>403,560</b>	<b>327,102</b>	<b>(76,458)</b>	<b>3,857,330</b>	<b>3,557,665</b>	<b>(299,665)</b>	<b>4,365,446</b>	<b>3,557,665</b>	<b>81%</b>
Increase (Use) of Fund Balance	(388,560)	(312,102)	76,458	495,481	800,430	304,949	2,365	800,430	

**400s-Capital Projects**

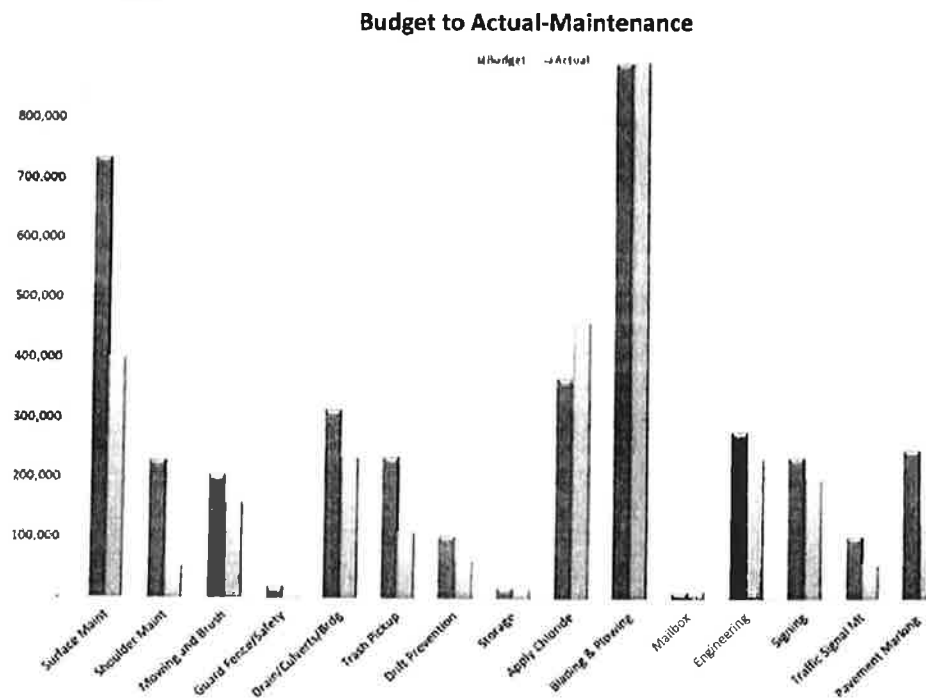
Est CAP PROJ FUND BALANCE 11/30/14	4,667,967.17
Add Interest Income	10,339.36
Less Projects est costs yet	(4,548,804.62)
Less Payments To Debt Service	-
<b>Estimated Fund Increase</b>	<b>119,162.55</b>

**Main Contributors (Est Fund Increase)**

	AAA-16	Bond	Notes:
EA-3	16,913.78	Bond	Save For Future AAA Project
EB-28	81,890.75	Bond	Txfr Out to Debt Service 2015 Budget To Lesson Levy Required for Interest Paymentsin Debt Serv
	20,113.05	Levy	Txfr Out to Debt Service 2015 Budget To Lesson Levy Required for Interest Paymentsin Debt Serv
<b>Total</b>	<b>118,918</b>	<b>100%</b>	

**BROWN COUNTY PUBLIC WORKS  
ROAD MAINTENANCE BUDGET TO ACTUAL-FUND 240  
AS OF 11/30/14**

	Budget	Actual	Remaining	Percentage Used
Surface Maint	735,000	402,589	332,411	54.77%
Shoulder Maint	231,000	55,572	175,428	24.06%
Mowing and Brush	205,800	163,016	42,784	79.21%
Guard Fence/Safety	21,000	5,409	15,591	25.76%
Drain/Culverts/Brdg	315,000	236,371	78,629	75.04%
Trash Pickup	236,250	111,453	124,797	47.18%
Drift Prevention	105,500	66,690	38,810	63.21%
Storage	20,000	19,147	853	95.74%
Apply Chloride	367,500	463,478	(95,978)	126.12%
Blading & Plowing	892,500	1,131,810	(239,310)	126.81%
Mailbox	10,000	14,329	(4,329)	143.29%
Engineering	278,250	235,720	42,530	84.72%
Signing	236,250	201,635	34,615	85.35%
Traffic Signal Mt	105,000	59,768	45,232	56.92%
Pavement Marking	246,750	125,277	121,473	50.77%
Total	4,005,800	3,292,266	713,534	82.19%



**FACILITY MANAGEMENT DIVISION:**

As of month-end November 30, we are showing a year to date (YTD) positive variance of \$38,704. Revenues are on higher than budget by 1% and expenses are 2% lower than budgeted.

The main contributors to the lower-than-budgeted expenses are in the operating expenses. The most notable variances are in Employee Clothing Allowance, Supplies, Vehicle/Equipment (Gas, oil, ETC), Electricity, Rentals, Contracted Services, Intra-County Expenses, and Telephone expenses. We will see some savings in the Telephone expense category, due to modifying the current plan with the vendor, but the other expenses cannot be looked at on an evenly spread budget; so at this time we anticipate these expense variances from budget to even out as we close up the year for 2014.

Attached are the Budget-to-Actual comparisons through November 30, 2014 for the Facilities Division of Public Works.

**BROWN COUNTY PUBLIC WORKS DEPARTMENT  
FACILITIES FINANCIAL SUMMARY-FUND 100  
Month Ending November 30, 2014**

	Nov 2014 Budget	Nov 2014 Actual	Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget	YTD Actual	Percentage
Intergovernmental Revenue	1,250	1,250	-	13,750	13,750	-	15,000	13,750	92%
Public Charges	506	163	(343)	5,571	1,165	(4,406)	6,077	1,165	19%
Miscellaneous Revenue	158,953	154,070	(4,883)	1,748,485	1,770,610	22,125	1,907,438	1,770,610	93%
Other Financing Sources-Trans	-	-	-	25,964	25,964	-	25,964	25,964	0%
<b>Total Revenues</b>	<b>160,709</b>	<b>155,483</b>	<b>(5,226)</b>	<b>1,793,770</b>	<b>1,811,489</b>	<b>17,719</b>	<b>1,954,479</b>	<b>1,811,489</b>	<b>93%</b>
Personnel Cost	214,227	223,068	8,841	2,356,492	2,372,174	15,682	2,570,718	2,372,174	92%
Operating Expenses	136,176	105,671	(30,505)	1,497,932	1,464,223	(33,709)	1,634,108	1,464,223	90%
Interdepartmental Charges	8,302	9,900	1,598	91,324	88,366	(2,958)	99,626	88,366	89%
Outlay	-	-	-	-	-	-	45,000	-	0%
Other Financing Uses-Trans	-	-	-	-	-	-	-	-	0%
<b>Total Expenditures</b>	<b>358,705</b>	<b>338,640</b>	<b>(20,065)</b>	<b>3,945,748</b>	<b>3,924,763</b>	<b>(20,985)</b>	<b>4,349,452</b>	<b>3,924,763</b>	<b>90%</b>
Property Taxes	199,581	199,581	0	2,195,392	2,195,392	(0)	2,394,973	2,195,392	92%
Increase (Use) of Fund Balance	1,585	16,425	14,840	43,414	82,118	38,704	-	82,118	

**BROWN COUNTY  
PUBLIC WORKS DEPARTMENT  
Director's Report**

Below are certain significant items I wish to report on for the Public Works Department as of 1/26/2015:

**NEW HIRES.**

One (1) new employee began in December to fill a resignation from the highway crew:

- Dan Haumschild

Six (6) new employees began work on January 5<sup>th</sup> to fill newly budgeted positions for the highway crew:

- Tim Liss
- Vince Kapinos
- Robbie Collins
- James Guns
- Timothy Williams
- Doug Drewiske

One (1) new employee will begin work on January 26 to fill a highway crew retirement vacancy:

- Shane Manson

**LEAN EVENT.**

On December 19<sup>th</sup> the Highway Division held a lean event regarding municipal maintenance agreements. The old agreements were outdated and were for winter maintenance only. The new agreements were sent out to all municipalities in Brown County in December giving the municipalities more flexibility in which services they utilize Brown County for – both winter and/or summer maintenance. In addition, the new agreements are more customer driven and have a built-in tracking system for work orders taken by the municipalities when they call for help. We will be sending out the 2016 agreements in early February, expecting them back from the municipalities by the end of March. This will aid both the municipalities and the County for budgeting and adjusting staff and equipment based on the needs of the municipality.

**CTH MM FUNDING.**

In 2014, Brown County Highway moved the reconstruction of the CTH EE bridge in Hobart from 2018 to 2014 by funding the project with County funds in lieu of the State/Federal Local Bridge Program. After three substitution applications to the WisDOT, we were able to secure Federal funding for the CTH MM bridge in Ledgeview. The construction date is set for 2018.



**DECEMBER SNAPSHOT.**

A comparison of December 2013 and December 2014:

	2013	2014
Total Labor Hours:	8,361 hours	3,453 hours
Total Labor Costs:	\$217,719	\$80,077
County Salt Used:	4,164 tons	796 tons

**TWELVE-HOUR DAYS.**

Highway Division. Highway incurred 638.75 hours of overtime in December 2014. Substantially, all overtime was related to winter work. The amounts in excess of 12 hours per day are attached hereto.

Facility Management Division. There was one (1) employee that worked 12+ hour shifts in December 2014 (see attached).

**STAFFING REPORT.**

See Attached Table.

**Public Works - Highway Division**  
**12-Hour Work Days**  
**12/1 - 12/31/14**

DATE	EMPLOYEE	OPERATION PERFORMED	HOURS WORKED
12/3/14	Allen, Chris	State Plow, Cty put away equip	15.5
12/9/14	Bastian, Dan	Cty Plow, State brine, asphalt plant	13
12/9/14	Brittnacher, John	State plow, town plow, state litter, wash and grease	13.5
12/9/14	Burkel, Jim	State plow, cty accident 14-56168, state accident 14-6708, state & cty signing	12.5
12/17/14	Corrigan, Chad	Town salt, county salt, clean & grease, install new brine system	12
12/3/14	Dixon, Darrell	State Plow	12
12/9/14	Doucha, Dean	County plow, county drainage	13
12/17/14	Flegel, Joe	Town plow & salt, County DC bldg maint, finish racks, store tailgates	12
12/9/14	Giese, Jon	Cty Salt, state Salt shed scale, cty DC bldg maint.	13.25
12/9/14	Gussert, Tim	County plow & salt, town plow & salt, co mobilization	13
12/9/14	Kane, Kurt	Town plow & salt, county surface & base	12.75
12/17/14	Kane, Kurt	Town plow & salt, county plow & surface & base	12
12/3/14	Karbon, Dan	County plow, surf & base	12
12/17/14	Karbon, Dan	County plow, town plow, county surface & base	12.5
12/3/14	Kollross, Cory	state plow & grader mount	12
12/9/14	Linskens, Joe	State plow & salt, state litter	13.25
12/9/14	Margitan, Jim	State plow & salt, County mail boxes	12
12/3/14	Messerschmidt, Bill	State Plow	12
12/9/14	Messerschmidt, Bill	State plow & salt, county clearing & grubbing	12.25
12/9/14	Nilson, Matt	County plow & salt, state salt shed, county DC building	12
12/9/14	Noe, Terry	County Salt, County wash & clean truck	13
12/17/14	Noe, Terry	County plow & salt, state brine	12.25
12/9/14	Peot, Tracy	Town plow & salt, p-22	12.75
12/17/14	Peot, Tracy	Town plow & salt, county gv-10	12.25
12/9/14	Reedy, Jason	State plow & salt	12
12/9/14	Sausen, Jim	Cty plow & salt, town plow & salt, cty haul sand & salt	13
12/17/14	Sausen, Jim	cty plow & salt, cty patch	12.25
12/9/14	Schraufnegel, Dan	Town plow & salt, county surface & base	12
12/17/14	Schraufnegel, Dan	Town plow & salt, county surface & base	12.5
12/3/14	Sequin, Scott	Cty: salt, Haul sewer stone	12
12/9/14	Sequin, Scott	County salt, drainage and culverts	15.25
12/9/14	Shimanek, Steve	Town plow, county clean yards	13
12/9/14	Smits, Mike	County plow & salt, haul sand & salt	13
12/9/14	Sperberg, Mark	County salt, county p-22	14.25
12/9/14	Sticka, John	County plow & salt, town plow & salt, county surface & base	13.25
12/17/14	Sticka, John	County plow & salt, surface & base, state patch	12.5
12/9/14	Taicher, Kevin	Town plow & salt, county p-22	13.25
12/3/14	Thibodeau, Larry	State: winter storm, set closure, clean truck, patching	12
12/9/14	Thibodeau, Larry	State plow & snow fence	12.25
12/9/14	Umentum, Matt	State plow & salt, wash, snow fence	12.25
12/9/14	Van De Hei, Jamie	Cty salt, state salt, town plow & salt, state snow fence	12
12/9/14	Van Den Elzen, Ken	State plow & salt, county plow & salt, state snow fence	12.5
12/9/14	Van Rite, Paul	Town plow, county trees	13
12/9/14	White, Dan	Cty salt, pave culverts	13.75

12/9/14	Zelten, Brian	Town plow & salt, county Clearing & grubbing	12
12/17/14	Zelten, Brian	Town salt, state salt, wash equip, town surface	12
12/8/14	Allen, Chris	State: plow, salt. Cty: Clean DC yard, wash equip	16.5
12/16/14	Allen, Chris	Cty: sweep curbs. State: plow & salt	13
12/22/14	Allen, Chris	State: Sweep Bridges, plow & salt. Cty: Sweep curb & gutter, plow & salt	13.25
12/3/14	Beaupre, Jim	Shop	13
12/17/14	Beaupre, Jim	Shop	12.5
12/16/14	Brittnacher, John	State: spot repair, plow & salt	12.75
12/3/14	Buhr, Mike	Shop	13.25
12/17/14	Buhr, Mike	Shop	12
12/8/14	Dixon, Darrell	State: plow & salt, patch	13.5
12/16/14	Dixon, Darrell	County: breaker run, plow & salt	12.5
12/16/14	Doucha, Dean	Cty: Snow fence, plow & salt	12.5
12/17/14	Fenlon, Pat	Electrician	13.75
12/16/14	Giese, Jon	State: brine tank. Cty: plow & salt	14.5
12/8/14	Ignatowski, Paul	State: Anti-Ice, plow & salt	16.5
12/16/14	Ignatowski, Paul	State: plow & salt, litter, patch. Cty: drug test, salt	13.5
12/22/14	Ignatowski, Paul	State: Anti-Ice, patch, litter. Cty: patch	12.25
12/16/14	Kaminski, Chad	BP: moved equip to BP. State: plow	12.5
12/8/14	Karbon, Dan	Cty: plow & salt. Town of Eaton: plow & salt	13
12/16/14	Kilgore, Shawn	BP: moved equip to BP. State: plow	12.75
12/3/14	Kollross, Cory	State: plow & salt. Cty: equip maint	12
12/8/14	Kollross, Cory	State: plow & salt	15.75
12/16/14	Kollross, Cory	State: patch, plow & salt	13
12/8/14	Little, Bob	State: plow & salt	16.25
12/16/14	Little, Bob	State: mag posts, fence, plow & salt	13
12/22/14	Little, Bob	State: fence, plow & salt	13
12/16/14	Loritz, Nancy	State: plow&salt, litter. Cty: plow & salt	13
12/16/14	Messerschmidt, Bill	Cty: breaker run. State: plow & salt	13.25
12/17/14	Mohr, Brian	Shop	12
12/9/14	Reedy, Jason	State: plow & salt	12
12/16/14	Reedy, Jason	State: litter, roam, plow & salt	13.25
12/17/14	Sausen, Jim	Cty: plow & salt, patch	12.25
12/8/14	Scray, Norb	State: salt, patch. Cty: Salt	14
12/16/14	Sequin, Scott	Cty: mix & break up wither mix, breaker run, salt	13.25
12/16/14	Smits, Mike	Cty: surf & base, snow fence, plow & salt. State: plow & salt	13
12/16/14	Taicher, Kevin	Cty: safety meeting, snow fence, plow & salt	12.5
12/16/14	Thibodeau, Larry	State: meg post, patch, plow & salt	13
12/16/14	Van De Hei, Jamie	State: patch, salt. Cty: Salt	12
12/17/14	Vanden Bush, Ken	Electrician	13.75
12/16/14	White, Dan	Cty: snow fence, salt	12

**PUBLIC WORKS  
FACILITY MANAGEMENT DIVISION  
12-HOUR WORK DAYS  
12/1/14 thru 12/31/14**

<b>DATE</b>	<b>EMPLOYEE</b>	<b>OPERATION PERFORMED</b>	<b># HOURS WORKED</b>
12/14/14	John Price	Housekeeping; short-staffed	12.0

# **BROWN COUNTY PUBLIC WORKS STAFFING SUMMARY**

AS OF 1/15/15

## **HIGHWAY DIVISION:**

<b>Position</b>	<b>Vacancy Date</b>	<b>Reason for Leaving</b>	<b>Fill or Hold</b>	<b>Filled Date</b>	<b>Unfilled Reason</b>
Operations Manager	10/22/14	Resigned: Bousley	Fill: Tony Elfe	11/17/14	N/A
Highway Crew	10/22/14	Resigned: Mangin	Fill: Dan Haumschild	12/22/14	N/A
Fleet Manager	11/17/14	Transfer: Elfe	Fill: Open	In Process	N/A
Highway Crew	1/1/15	New Position	Fill: Tim Liss	1/5/15	N/A
Highway Crew	1/1/15	New Position	Fill: Vince Kapinos	1/5/15	N/A
Highway Crew	1/1/15	New Position	Fill: Robbie Collins	1/5/15	N/A
Highway Crew	1/1/15	New Position	Fill: James Guns	1/5/15	N/A
Highway Crew	1/1/15	New Position	Fill: Timothy Williams	1/5/15	N/A
Highway Crew	1/1/15	New Position	Fill: Doug Drewiske	1/5/15	N/A
Highway Crew	1/2/15	Retired: VanDenElsen	Fill: Shane Manson	Tentative: 1/26/15	N/A

	<b>Budgeted FTE's</b>	<b>Actual #FTE's</b>
Mgmt / Office	11.45	10.45
Electrician	1.0	1.0
Engineering	6.0	6.0
Mechanics / Shop	11.0	11.0
Laborers	70.0	69.0
Summer Help	4.0	0
<b>TOTAL</b>	<b>103.45</b>	<b>97.45</b>

## **FACILITY MANAGEMENT DIVISION:**

<b>Position</b>	<b>Vacancy Date</b>	<b>Reason for Leaving</b>	<b>Fill or Hold</b>	<b>Filled Date</b>	<b>Unfilled Reason</b>
Facility Mechanic	12/15/14	Retired: Nuthals	Fill: Ryan Batal	1/5/15	N/A
Facility Mechanic	12/18/14	Retired: Refsguard	Fill: Brad Krause	Tentative: 1/26/15	N/A
Facility Worker	1/5/15	Transfer: Batal	Fill: Open	In Process	N/A
Housekeeper (0.5)	1/1/15	New Position	Fill: Open	In Process	N/A

	<b>Budgeted FTE's</b>	<b>Actual #FTE's</b>
Mgmt / Office	5.55	5.55
Facility Technicians	2.0	2.0
Facility Mechanics	7.0	6.0
Facility Workers	9.0	8.0
Housekeeping	18.5	18.0
Electrician	1.0	1.0
Summer Help	0.46	0
<b>TOTAL</b>	<b>43.51</b>	<b>40.55</b>